



TASMANIAN STATE SERVICE NOTICES

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

Vacancies—General Information

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

www.jobs.tas.gov.au

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

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

Tasmanian Government Gazettes are available for perusal at the State Service Management Office, 5th 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

EDUCATION

EARLY YEARS AND SCHOOLS

Professional Learning Institute

Principal Education Officer, Literacy (964982).

Applications Close:—Friday, 19 December 2014.

Salary:—\$114,070 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal (Non Teaching) Band 3, Level 4.

Fixed-term full-time 73.50 hours per fortnight, from as soon as possible for up to 12 months.

Location:—Hobart.

Provide educational leadership in the relevant educational fields, ensuring professional learning for teachers, school leaders and others by working within educational teams providing high quality curriculum development, implementation and support, particularly in the primary area.

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

The Head of the State Service has determined that the person nominated for this office 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 Shane Frost, Department of Education, phone (03) 6165 5488, email **shane.frost@education.tas.gov.au**.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

Applications to **recruitment@education.tas.gov.au** or Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285.

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

Tasmanian Government Gazette & Tasmanian State Service Notices

Publication and Copy Closure Dates

CHRISTMAS PERIOD 2014

COPY deadline for the *Tasmanian Government Gazette* and *State Service Notices* to be published on Wednesday 17 December 2014:—

All copy for the *Tasmanian Government Gazette* must be received by 4 p.m. on Friday 12 December 2014 and for the *State Service Notices* copy deadline is 6 p.m. on Friday 12 December 2014.

COPY deadline for the *Tasmanian Government Gazette* and *State Service Notices* to be published on Wednesday 24 December 2014:—

All copy for the *Tasmanian Government Gazette* and *State Service Notices* must be received by 11a.m. on Friday 19 December 2014.

COPY deadline for the *Tasmanian Government Gazette* to be published on Wednesday 31 December 2014:—

All copy for the *Tasmanian Government Gazette* must be received by 12 noon on Monday 22 December 2014.

Please Note:—There will be no State Service Notices section in The Tasmanian Government Gazette on 31 December 2014.

NEW YEAR 2015

COPY for the *Tasmanian Government Gazette* and *State Service Notices* to be published on Wednesday 7 January 2015:—

All copy for the *Tasmanian Government Gazette* must be received by 12 Noon on Wednesday 24 December 2014.

Please Note:—State Service Notices copy deadline will be 6 p.m. on Friday 2 January 2015.

EDUCATION

EARLY YEARS AND SCHOOLS

*Professional Learning Institute***Principal Education Officer, Numeracy (106366).**

Applications Close:—Friday, 19 December 2014.

Salary:—\$114,070 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal (Non Teaching) Band 3, Level 4.

Fixed-term full-time 73.50 hours per fortnight, from As soon as possible for up to 12 months.

Location:—Hobart.

Provide educational leadership in the relevant educational fields, ensuring professional learning for teachers, school leaders and others by working within educational teams providing high quality curriculum development, implementation and support, particularly in the primary area.

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

The Head of the State Service has determined that the person nominated for this office 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 Shane Frost, Department of Education, phone (03) 6165 5488, email shane.frost@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

EARLY YEARS AND SCHOOLS

*Education and Care Unit***Education and Care Assessor (965940).**

Applications Close:—Friday, 19 December 2014.

Salary:—\$77,012 – \$79,354 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time 73.50 hours per fortnight.

Location:—Launceston.

To undertake complex regulatory activities that support compliance and continuous improvement in the quality of education and care services and specified child care services provided to children. Educate and inform education and care services and the community in relation to the National Quality Framework (NQF).

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

Desirable Requirements:—Early childhood and/or tertiary qualifications in a relevant field.

Enquiries to Charlotte Geeves, Department of Education, phone (03) 6165 5422, email charlotte.geeves@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Child and Family Centres

Tagari Lia Aboriginal Child and Family Centre, Bridgewater.

Aboriginal Community Facilitator (964139).

Applications Close:—Friday, 19 December 2014.

Salary:—\$77,012 – \$79,354 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 5.

Fixed-term part-time 58.80 hours per fortnight from as soon as possible for a period of up to 12 months.

Location:—Child and Family Centres.

Facilitate networks and relationships in communities to increase social inclusion for Indigenous groups and individuals in designated areas by identifying opportunities for participation through community consultation and engagement. Facilitate the establishment of Tasmanian Government social infrastructure, in particular the Children and Family Centre by identifying the needs of Aboriginal parents/caregivers and families with children aged from birth to school age.

Desirable Requirements:—An appropriate qualification, such as a certificate in Child Care, Early Childhood Education, Health Care, Community Development or a related field.

Essential Requirements:—The Head of the State Service has determined that this position is an Aboriginal identified position and that it can only be filled by Aboriginal people or Torres Strait Islanders in accordance with Employment Direction No. 10 Aboriginal and Torres Strait Islander Employment in the Tasmanian State Service.

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

Enquiries to Margie Nolan, Department of Education, phone (03) 6268 4001, mobile 0407 535 719, email margie.nolan@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Child and Family Centres

Wayraparattee Child and Family Centre, Geeveston

Aboriginal Community Facilitator (964140).

Applications Close:—Friday, 19 December 2014.

Salary:—\$77,012 – \$79,354 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 5.

Fixed-term part-time 58.80 hours per fortnight from as soon as possible for a period of up to 12 months.

Location:—Child and Family Centres.

Facilitate networks and relationships in communities to increase social inclusion for Indigenous groups and individuals in designated areas by identifying opportunities for participation through community consultation and engagement. Facilitate the establishment of Tasmanian Government social infrastructure, in particular the Children and Family Centre by identifying the needs of Aboriginal parents/caregivers and families with children aged from birth to school age.

Desirable Requirements:—An appropriate qualification, such as a certificate in Child Care, Early Childhood Education, Health Care, Community Development or a related field.

Essential Requirements:—The Head of the State Service has determined that this position is an Aboriginal identified position and that it can only be filled by Aboriginal people or Torres Strait Islanders in accordance with Employment Direction No. 10 Aboriginal and Torres Strait Islander Employment in the Tasmanian State Service.

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

Enquiries to Anna Jones, Department of Education, phone (03) 6297 0052, mobile 0448188807, email anna.j.jones@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Senior School Psychologist, Student Support (North) (308641).

Applications Close:—Friday, 19 December 2014.

Salary:—\$106,175 pro rata, per annum.

Teaching Service (Tasmanian Public Sector) Award, Senior School Psychologist.

Fixed-term part-time 30.4 hours per fortnight, from 2 February 2015 until 18 December 2015.

Location:—Student Support (North).

Description of Role:—Work in schools as a member of a multi-disciplinary Learning Service Support Team to provide a child and adolescent psychological service which supports students and families. Contribute to capacity building of school communities to improve access, participation and achievement of students.

Provide high level advice and undertake professional practice leadership to the Learning Services as identified by the General Manager Learning Services.

Essential Requirements:—Registration as a Psychologist within Tasmania in accordance with the provisions of the Psychologists Registration Act 2000 or possesses a degree with a fourth year qualification in Psychology which will enable registration following two years of supervised practice as a School Psychologist.

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

Desirable Requirements:—A current driver's licence.

Eligible for membership of the Australian Psychological Society.

Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award.

Enquiries to Heather Fahey, Department of Education, phone (03) 6777 2440, email heather.fahey@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, or 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)

Beaconsfield Primary School

School Administration Clerk, Beaconsfield Primary School (952437).

Applications Close:—Friday, 19 December 2014.

Salary:—\$50,767 – \$54,369 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term part-time up to 29.40 hours per fortnight 40 weeks per year, from 2 February 2015 to 18 December 2015. Please note job share may be considered for this role.

Location:—Beaconsfield Primary School.

As part of the school office team provide a broad range of general administrative support consisting of effective and efficient client services and advice and operation of school based accounting, maintenance and records systems.

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

Enquiries to Ros Bender, Department of Education, phone (03) 6383 1215, email ros.bender@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

*Learning Services (North-West)****Centre Leader Child and Family Centre, Burnie (964963).***

Applications Close:—Friday, 19 December 2014.

Salary:—\$109,279 – \$115,977 p.a.

Tasmanian State Service Award, General Stream, Band 8.

Permanent full-time 73.50 hours per fortnight.

Location:—Child and Family Centres.

Child and Family Centres are for children, birth to five years, and their families. Their purpose is to improve the health and well being, education and care of Tasmania's very young children by supporting parents and enhancing accessibility of services in the local community.

Description of the role:—Lead and manage the Child and Family Centre as a place where the well being of children and parents comes first, which will integrate the delivery of human, education and health services for young children and their

families, ensuring the success, accountability and continuous improvement of the centre.

Work collaboratively with parents/caregivers, families, volunteers, service providers, local community, government and non-government agencies to provide the best possible quality and range of accessible integrated programs and services for children, families and communities.

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

Desirable Requirements:—An appropriate tertiary qualification, such as a qualification in Early Childhood Education, Child Care, Adult Education, Health Care, Community Development, or a related discipline.

A current driver's licence.

Enquiries to Trudy Pearce, Department of Education, phone (03) 6477 7408, email trudy.pearce@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Penguin District School

Education Facility Attendant, Penguin District School (952108).

Applications Close:—Friday, 19 December 2014.

Salary:—\$40,063 – \$45,264 pro rata, per annum.

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

Permanent part-time 64 hours per fortnight.

Location:—Penguin District School.

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 office is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

Enquiries to Jan Robertson, Department of Education, phone (03) 6434 2222, email jan.robertson@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services (South)

Jordan River Learning Federation

Gagebrook Campus

Aboriginal Education Worker (961960).

Applications Close:—Friday, 19 December 2014.

Salary:—\$50,767 – \$54,369 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time 38.00 hours per fortnight (40 weeks per year) from as soon as possible.

Location:—JRLF, Gagebrook Primary School.

Provide assistance to teacher(s) to support implementation of the Closing the Gap in Aboriginal Educational Outcomes 2010-2014 strategy and other relevant initiatives that contribute to improvement in the attendance, participation and educational outcomes of Aboriginal students, Prep, Year 8.

Desirable Requirements:—Post year 10 studies in health and/or education.

Essential Requirements:—The Head of the State Service has determined that this position is an Aboriginal identified position and that it can only be filled by Aboriginal people or Torres Strait Islanders in accordance with Employment Direction No. 10 Aboriginal and Torres Strait Islander Employment in the Tasmanian State Service.

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

Enquiries to Della Wells, Department of Education, phone (03) 6263 7843, email della.wells@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Disability, Housing and Community Services

Disability and Community Services

Professional Officer, Allied Health (503121).

Applications Close:—Friday, 16 January 2015.

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.

Permanent full-time day work (part-time hours may be considered by negotiation).

Location:—DCHS, Disability and Community Services, North West.

Duties:—Recruitment of an Allied Health Professional to:—Advise and work with carers and people who have challenging behaviours, multiple disabilities, communication disorders, significant social and legal needs who are vulnerable to exploitation and abuse and are unable to gain access to generic services.

Plan, develop, implement, monitor, review and co-ordinate critical services and innovative consumer programs within the specialist area.

Provide specialist consultancy services on complex issues for carers, service providers and the wider community throughout the state.

Identify needs, develop, conduct and review education programs for carers, service providers, educational institutions and the wider community.

Initiate and develop professional and policy advice on services and related issues to senior and corporate management.

Identify needs, develop or acquire specialised resources to support consumers with complex needs, including new and established technology.

Initiate, plan and undertake research including designing, conducting, analysing and interpreting results.

Supervise students and assigned staff.

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

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

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

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.

Essential Requirements:—Degree in Social Work giving eligibility for membership to the Australian Association for Social Workers, or Registered with the Occupational Therapy Board of Australia, or Registered with the Psychology Board of Australia or A degree or diploma in Applied Science, Speech Pathology, or equivalent and eligibility for membership of the Speech Pathology Australia (SPA).

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 Charley Hodgson, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6477 7620, mobile 0428 197 474, email charley.hodgson@dhhs.tas.gov.au.

You are encouraged to apply online, 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. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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

HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Tasmanian Health Organisation, North, Statewide Mental
Health Services*

Registrar (515319).

Applications Close:—Friday, 19 December 2014.

Salary:—\$78,220 – \$110,682 p.a.

Salaried Medical Practitioners (AMA Tasmania/DHHS) Agreement 2009, Specialist Medical Practitioner in Training Level 1, Level 2 (Salary commensurate with qualifications and experience).

Fixed-term full-time day work, working 76 hours per fortnight. Notwithstanding, hours may be negotiated with successful applicant. To commence 11 February 2015 to 11 February 2017.

Location:—LGH Charles Street, Launceston.

Please note, applications submitted by agencies on behalf of individuals will not be accepted for this vacancy.

Duties:—Responsible for the day to day management of private and public inpatients and outpatients within the Hospital. Provide after hours emergency cover at the hospital as determined by the Medical Staffing Unit.

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 Ben Elijah, Department of Health and Human Services and Tasmanian Health Organisations, mobile 0418 143 466, email ben.elijah@dhhs.tas.gov.au.

You are encouraged to apply online 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. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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

HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Clinical Support Services

Staff Specialist, Radiologist (510194).

Applications Close:—Friday, 19 December 2014.

Salary:—To be negotiated.

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

Permanent full-time day work (with on-call) hours will be negotiated with successful candidate/s.

Location:—Medical Imaging Department, Royal Hobart Hospital.

An attractive remuneration package is on offer for the position, dependent on clinical experience and seniority. The Department of Medical Imaging is ideally looking for a full-time applicant for the position but may consider applicants looking for part-time hours.

Duties:—The Staff Specialist, Radiologist will provide quality specialist in-patient and out-patient care to patients of the Royal Hobart Hospital. Duties include undergraduate and post graduate teaching, research and quality improvement activities. In addition to conducting radiological examinations and report findings, and providing advice on radiological findings and investigations required for other consultants and medical staff.

Desirable Requirements:—Fully qualified diagnostic radiologist registered with the Australian Health Practitioner Regulation Agency.

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 Jens Froelich, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 6853, email jens.froelich@dhhs.tas.gov.au.

You are encouraged to apply online 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.

If you are applying online you do not need to upload an Application for Employment form.

JUSTICE

COMMUNITY CORRECTIONS

Southern Region

Community Service Order Supervisor (356604).

Applications Close:—Friday, 19 December 2014.

Salary:—\$25.33 per hour.

Tasmanian State Service Award, General Stream, Band 1.

Fixed-term casual for a period of up to 3 years.

Location:—Southern Region.

Working Environment:—Predominantly field work, which may include exposure to the normal range of environmental conditions encountered in an outdoor environment.

Involves use and driving of a range of vehicles including utilities.

Requires some manual handling; lifting and use of a variety of equipment used in general labouring tasks.

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

Essential Requirements:—A current Tasmanian Drivers 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 checks in the following; Arson and fire setting; Violent crimes and crimes against the person; Sex-related offences; Drug and alcohol related offences; Crimes involving dishonesty; Crimes involving deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order or relating to the Administration of Law and Justice; Crimes against Executive or the Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Desirable Requirements:—Current First Aid Certificate.

Enquiries to Erin Derkley, Acting CSO Co-ordinator, Community Corrections, Department of Justice, phone (03) 6165 6686, email erin.derkley@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6165 4912, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Erin Derkley on (03) 6165 6686.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than four attachments in either Microsoft Word format, PDF or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

Ensure that your application is received by the actual closing date. Late applications will not be accepted.

JUSTICE

SUPREME COURT

Hobart

Court Operations Officer (356239).

Applications Close:—Friday, 19 December 2014.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time 73.50 hours per fortnight.

Location:—Hobart.

Duties:—In accordance with the Admissions to Courts Act 1916 and any other relevant legislation provide security services to the Supreme Court by:.

Screening people attending court and court premises including conducting searches of personal effects.

Removing people from courts and court premises in accordance with the statutory provisions and under direction from judicial and other authorised officers.

Carrying out other duties as provided by the relevant statutory provisions and as directed by judicial and other authorised officers.

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

Enquiries to Peter Graham, Jury and Security Co-ordinator, Supreme Court, Department of Justice, phone (03) 6165 7469, email peter.graham@supremecourt.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6165 4912, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Peter Graham on (03) 6165 7469.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than four attachments in either Microsoft Word format, PDF or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

Ensure that your application is received by the actual closing date. Late applications will not be accepted.

JUSTICE

TASMANIA PRISON SERVICE

Executive Assistant (355256).

Applications Close:—Friday, 19 December 2014.

Salary:—\$57,249 – \$61,373 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time 73.5 hour per fortnight.

Location:—Risdon Prison.

Duties:—Provide executive support to the Chief Superintendent, Risdon Prison Complex and Tactical Response Group (TRG) Commanders. Maintain knowledge of the operations of the TRG. Undertake maintenance of Operating Manual, training files and registers; assist with equipment/uniform orders and TRG recruitment.

Essential Requirements:—.

The Head of the State Service has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—Arson and fire setting; Violent crimes and crimes against the person; Sex-related offences; Drug and alcohol related offences; Crimes involving dishonesty; Crimes involving deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order

or relating to the Administration of Law and Justice; Crimes against Executive or Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Enquiries to Jo Maxfield, Chief Superintendent, Tasmanian Prison Service, Department of Justice, phone (03) 6216 8240, email jo.maxfield@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6165 4912, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Jo Maxfield on (03) 6216 8240.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than four attachments in either Microsoft Word format, PDF or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

Ensure that your application is received by the actual closing date. Late applications will not be accepted.

JUSTICE

TASMANIAN PLANNING COMMISSION

Planning Adviser (356334).

Applications Close:—Friday, 19 December 2014.

Salary:—\$84,539 – \$94,996 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term part-time 58.80 hours per fortnight (4 days a week) until 2 October 2015, may consider 3 days a week.

Location:—Hobart.

Duties:—Provide a high level of professional advice and support to the Commission and its delegates as required. Prepare recommendations to the Commission regarding its statutory decision making and other functions. Assist in preparing advice for the Minister. Prepare reports to the Commission as required, together with other high level correspondence including Cabinet Minutes, Minutes to the Minister and briefing papers.

Desirable Requirements:—Tertiary qualifications in an appropriate discipline.

Enquiries to Pam Scott, Director Assessments, Tasmanian Planning Commission, Department of Justice, phone (03) 6165 6834, email pam.scott@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6165 4912, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Bernie Van der Heyden on (03) 6165 6828.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than four attachments in either Microsoft Word format, PDF or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

Ensure that your application is received by the actual closing date. Late applications will not be accepted.

JUSTICE

CROWN LAW

Principal Solicitor (350018)

Applications Close:—Friday, 19 December 2014.

Salary:— \$126,110 – \$141,658 p.a.

Legal Practitioners Agreement 2014, Level 4.

Permanent full-time 73.50 hours per fortnight.

Location:—Hobart.

Duties:—Assist the Crown Solicitor in the conduct and management of the business of the office by acting as a solicitor in primarily commercial matters (including government information technology and telecommunications matters), but also more generally in relation to property and financial matters.

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

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

The following checks are to be conducted:—Arson and fire setting, Violent crimes and crimes against the person, Sex-related offences, Drug and alcohol related offences, Crimes involving dishonesty, Crimes involving deception, Making false declarations, Malicious damage and destruction to property, Serious traffic offences, Crimes against public order or relating to the Administration of Law and Justice, Crimes against Executive or the Legislative Power, Crimes involving Conspiracy. Disciplinary action in previous employment check and Identification check

Enquiries to Kerry Worsley, Acting Director Crown Law, Department of Justice, phone (03) 6165 3635, email kerry.worsley@justice.tas.gov.au.

Applications to Recruitment & Establishment, Human Resources, Department of Justice, GPO Box 825 Hobart Tas 7001, phone (03) 6165 4912, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Kerry Worsley on (03) 6165 3635.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than four attachments in either Microsoft Word format, PDF or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

Ensure that your application is received by the actual closing date. Late applications will not be accepted.

POLICE AND EMERGENCY MANAGEMENT.

Fixed term and casual employment register.

Applications Close:—Friday, 18 November 2016.

Salary:—See Below.

Various classifications.

Vacancy No. Fixed term and casual employment register.

Register :—The register is managed by Searson Buck.

Location:—Various.

Searson Buck Pty Ltd are currently contracted to manage Statewide fixed term employment registers for positions arising

in the Department of Police and emergency Management. Applications are invited from persons interested in being considered for full-time, part-time or casual employment in Fixed-term positions for periods of up to twelve months. Vacancies arise from time to time in a variety of locations throughout Tasmania in the categories of employment listed below.

Administrative Assistant.

Duties may vary but can include keyboarding and data entry duties, providing administrative support and reception.

Salary Range: \$57,249, \$61,373 per annum: Tasmanian State Service Award 2008, Band 3.

Clerical Support Officer.

Duties vary according to the position and may include keyboard, data entry and reception duties.

Salary Range: \$39,511, \$48,474 per annum: Tasmanian State Service Award, Band 1.

Clerical Support Officer.

Providing clerical support including keyboard duties, data retrieval, filing and general office duties.

Salary Range: \$50,767, \$54,369 per annum: Tasmanian State Service Award, Band 2.

Telephonist.

Duties include operation of a switchboard on a part-time shift basis in accordance with a roster which includes public holidays.

Salary Range: \$50,767, \$54,369 pro-rata, per annum, Tasmanian State Service Award Band 2.

Utility Officer.

Duties include undertaking cleaning and minor maintenance of buildings and grounds, and cleaning and minor servicing of Departmental vehicles.

Salary: \$50,767, \$54,369 per annum, Tasmanian State Service Award, Band 2.

Public Enquiries Officer.

Duties include the provision of high level customer service at the public enquiries counter, clerical, keyboard and administrative support to the Officer-in-Charge and police personnel as well as clerical support or relief elsewhere within the police division.

Salary Range: \$57,249, \$61,373 per annum, Tasmanian State Service Award, Band 3.

Information Communication Technology Officer (ICT Level 1 Technician).

Duties include undertaking a range of tasks associated with the analysis, design, programming, testing, implementation, maintenance and enhancement of business information systems and supporting technology.

Salary Range: \$50,767, \$73,199 per annum, Tasmanian State Service Award, ICT Level 1 Technician.

Mechanic.

Duties include undertaking an efficient and effective repair and maintenance service for a wide range of police vehicles, including motor cycles, trailers and ancillary equipment.

Salary: \$50,767, \$54,369 per annum, Tasmanian State Service Award, Band 2.

Communications Technical Officer.

Duties include installation, testing and maintenance of radio and telecommunications systems together with other specialist electronic/electrical equipment and associated administrative and project management functions, working with modern specialised and complex technology.

Salary Range: \$50,767, \$54,369 per annum, Tasmanian State Service Award, Band 2 or \$57,249, \$61,373 per annum, Tasmanian State Service Award, Band 3.

Laboratory Technical Officer.

Duties include conducting biological examination of forensic evidence items and undertaking analytical and technical work requiring the application of standard methods and practices as part of the operation of Forensic Science Service Tasmania.

Salary Range: \$50,767, \$54,369 per annum, Tasmanian State Service Award, Band 2 or \$57,249, \$61,373 per annum, Tasmanian State Service Award, Band 3.

Clerk (Tasmania Fire Service).

Duties include providing relief for the Receptionist and Information Records Section as well as providing administrative, clerical and keyboard support to the regional office through the use of spreadsheets and databases as required.

Salary Range: \$53,813, \$57,631 (includes 6% Finance and Admin EBA), Tasmanian State Service Award, Band 2.

Clerk, Finance (Tasmania Fire Service).

Duties vary according to the position and may include keyboard entry, reception functions, data entry, maintaining accounting records, preparing financial records, performing various reconciliations as well as providing administrative/clerical support.

Salary Range: \$60,683, \$65,055 (includes 6% Finance and Admin EBA), Tasmanian State Service Award, Band 3.

Clerical Support Officer (Tasmania Fire Service).

Duties include providing clerical support and/or financial services during position vacancies, for the various sections within Corporate Services, Community Fire Safety and the Operations division. Tasks include reception duties, maintaining business files, reviewing office procedures and assisting with the preparation of financial orders and invoices.

Salary Range: \$53,813, \$57,631 (includes 6% Finance and Admin EBA), Tasmanian State Service Award, Band 2.

Stores Clerk (Tasmania Fire Service).

Duties include ordering and receiving goods into our main store in Hobart as well as maintaining a perpetual stock inventory and undertaking investigations, research and preparation of financial reports based on stock reconciliation.

Salary Range: \$53,813, \$57,631 (includes 6% Finance and Admin EBA), Tasmanian State Service Award, Band 2.

Maintenance Officer (Tasmania Fire Service).

Duties include providing a building construction, repair and maintenance service to the region. Specific tasks consist of erection of steel frame buildings, reading and interpreting building plans as well as purchasing and maintaining an accurate inventory of purchases.

Salary Range: \$60,683, \$65,055 (includes 6% Finance and Admin EBA), Tasmanian State Service Award, Band 3.

Support Officer, Communications Services (Tasmania Fire Service).

Duties include the provision of clerical support to Communications Services through the preparation and processing of job sheets, financial transactions and equipment requests whilst maintaining the communications store.

Salary Range: \$60,683, \$65,055 (includes 6% Finance and Admin EBA), Tasmanian State Service Award, Band 3.

Communication Technician C (Tasmania Fire Service).

Duties include installation and maintenance of mobile equipment; alarm monitoring, control centre, communication and power supply systems as well as maintaining technical

documentation for all communication networks including equipment data and fault sheets.

Salary Range: \$53,203, \$56,978 (includes 4.8% Communications EBA) Tasmanian State Service Award Band 2 or \$59,996, \$64,318 (includes 4.8% Communications EBA) Tasmanian State Service Award Band 3.

Fire Equipment Officer (Battery Replacement) (Tasmania Fire Service).

Duties include replacement of smoke alarm batteries at specific elderly and disabled persons unit whilst maintaining accurate records of work completed.

Salary Range: \$51,752, \$57,631 (includes 25% loading) Tasmanian Fire Fighting Industry Employees Award + EB, Band Level, Trainee Fire Equipment Officer (+20%). Hourly rate \$32.60, \$36.32.

Appliance Fabrication/Maintenance Technician (Tasmania Fire Service).

Duties vary in accordance to the position and may include the development, fabrication and refurbishment of fire appliances and associated equipment, or, the provision of mechanical assistance in order to maintain fire appliances and associated equipment to emergency service standards.

Salary Range: \$60,970, \$65,362 (includes 6.5% Engineering Services EBA), Tasmanian State Service Award, Band 3.

Communications Officer (Tasmania Fire Service) (Fixed Term and Casual).

Duties include monitoring and operating emergency dispatch systems to mobilise fire services resources state-wide, responding to general enquiries and entering data to produce reports and summaries as required. The position is part of a team that provides a highly efficient communications centre for the Tasmania Fire Service.

Salary Range: \$52,371, \$69,828 Tasmanian State Service Award 2008 or casual hourly rate of \$28.86, \$38.23 (includes loading).

Salary Range: \$29.63 per hour (Casual).

Further Information—If you wish to be considered for any potential vacancies for any of the listed categories of employment you should contact Searson Buck to register your interest. Each employment agency will provide advice on the management of the register, the information they require and the process for registration.

The registers will remain open to applicants at all times until 18 November 2016 and will be reviewed on a regular basis.

Applications and Enquiries to:—Searson Buck, 183 Macquarie Street, Hobart, TAS 7000. To apply online go to www.searsonbuck.com.au (and register under the candidates tab). Alternatively for enquiries, please phone (03) 6223 3055, or fax (03) 6223 3099.

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.

Enquiries to Stuart Clark, Recruitment Consultant, Department of Police and Emergency Management, 183 Macquarie Street, Hobart, TAS 7000, phone (03) 6223 3055, email sclark@searsonbuck.com.au.

Applications to Stuart Clark, Recruitment Consultant, Department of Police and Emergency Management, 183 Macquarie Street, Hobart, TAS 7000, phone (03) 6223 3055, email sclark@searsonbuck.com.au.

PORT ARTHUR HISTORIC SITE MANAGEMENT AUTHORITY

CONSERVATION AND INFRASTRUCTURE

Tradesperson (Horticulture) (TRA-14).

Applications Close:—Monday, 22 December 2014.

Salary:—\$57,249 – \$61,373 p.a.

Port Arthur Historic Site Management Authority Award, General Stream, Band 3.

Permanent full-time.

Location:—Port Arthur.

Duties:—To provide specialised skilled trade support and other support as required in the conservation, maintenance and improvements associated with the grounds and gardens at the Port Arthur Historic Sites.

Essential Requirements:—Cert III in Horticulture or equivalent.

Desirable Requirements:—Workplace 2 First Aid Certificate.

Current Drivers Licence.

Enquiries to Naomi Jeffs, Heritage Horticulturist, Port Arthur Historic Site Management Authority, phone (03) 6251 2335, email naomi.jeffs@portarthur.org.au.

Applications to Linda Kleinhenz, Human Resources Officer, Port Arthur Historic Site Management Authority, 6973 Athur Hwy Port Arthur TAS 7182, phone (03) 6251 2357, fax (03) 6251 2328, email recruitment@portarthur.org.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

CORPORATE SERVICES

Human Resources

Human Resources Advisor (Employment) (705632).

Applications Close:—Friday, 19 December 2014.

Salary:—\$64,119 – \$73,199 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

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

Duties:—To co-ordinate the service delivery of employment related operational activities, and provide high level liaison, advice and support on employment matters to ensure a timely and client focused service to support the activities of the Human Resources Branch.

Enquiries to Sarah Whitehouse, phone (03) 6165 53207, email Sarah.whitehouse@dpipwe.tas.gov.au.

Applications to Manager, Human Resources Management, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas 7001, phone (03) 6165 3198, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

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

PRIMARY INDUSTRIES, PARKS, WATER AND
ENVIRONMENT

PARKS AND WILDLIFE SERVICE

Operations

Fuel Reduction Burning Program Co-ordinator (707297).

Applications Close:—Friday, 19 December 2014.

Salary:—\$84,539 – \$94,996 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

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

Duties:—To enable the implementation of the State wide fuel reduction program through planning, co-ordination and liaison between organisations and stakeholders involved in implementing the program, in particular Parks and Wildlife Service, Forestry Tasmania, Tasmania Fire Service, and Ministerial Offices. To work with stakeholders and program partners to raise awareness, understanding and support of the activities and objectives of the program; and development of policy, plans, procedures and agreements to enable program implementation.

Desirable Requirements:—Tertiary qualifications in an appropriate discipline would be an advantage. An ability to pass the PWS fire fighter fitness assessment at the 'Moderate' level. Tasmanian Driver's Licence Class C or equivalent.

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 Tracey Simpson, phone (03) 6165 4238, email Tracey.Simpson@parks.tas.gov.au.

Applications to Manager, Human Resources, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6165 3198, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND
ENVIRONMENT

PARKS AND WILDLIFE SERVICE

Operations

North West Region

Field Officer (707070).

Applications Close:—Friday, 19 December 2014.

Salary:—\$57,249 – \$61,373 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term part-time (22 hours 29 minutes per week) from 1/2/15 to 31/7/15, or until the return of the substantive occupant, whichever is the sooner.

Location:—within the North West Region, initially located at King Island Field Centre, but may be required to work at other field centres within the Region.

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

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

Relocation expenses may be considered for an employee appointed to this position, however this is subject to approval.

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

Desirable Requirements:—A Trade Certificate in a discipline relevant to the duties.

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 Shelley Graham, Department of Primary Industries, Parks, Water and Environment, phone (03) 6462 1608, email shelley.graham@parks.tas.gov.au.

Applications to Manager, Human Resources Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6165 3198, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND
ENVIRONMENT

PARKS AND WILDLIFE SERVICE

Operations

North West Region

Visitor Services Officer (335112).

Applications Close:—Friday, 19 December 2014.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time 58 hours 48 minutes per fortnight.

Location:—Arthur River.

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

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

Relocation expenses may be considered for an employee appointed to this position, however this is subject to approval.

Duties:—Assist with the day to day operations of the Arthur River Field Centre, including the collection and reconciliation of public money, including customer service, collecting and accounting for camping and 4WD track fees from visitors to the Arthur-Pieman Conservation Area and provide advice and information on recreational opportunities, facilities and use of local reserves managed by the Parks and Wildlife Service.

Desirable Requirements:—A current motor vehicle driver's licence. A current Workplace Level 2 First Aid Certificate or equivalent.

Enquiries to Jamie Cooper, phone (03) 6457 1225, email jamie.cooper@parks.tas.gov.au.

Applications to Manager, Human Resources Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6165 3198, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

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

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

TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

*Liquor and Gaming Branch***Administrative Officer (724046).**

Applications Close:—Friday, 19 December 2014.

Salary:—\$50,767 – \$54,369 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term part-time (0.8 FTE) commencing as soon as possible until 18.05.2015.

Location:—Launceston.

Duties:—To perform a range of clerical functions associated with the administration and regulation of liquor and gaming.

In the context of the selection criteria, to be successful in the position applicants will:—perform a range of clerical functions associated with the administration and regulation of liquor and gaming; assist with the process of applications for licences and permits under the Gaming Control Act 1993 and the Liquor Licensing Act 1990 and advise the public on liquor and gaming matters, including licensing matters.

Desirable Requirements:—Certificate III in a relevant area or equivalent level.

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 and alcohol related offences, Crimes involving dishonesty, Serious traffic offences and Identification check for: finger prints, palm prints, photograph and credit check.

Enquiries to David Thomas, Operations Team Leader North, Liquor and Gaming Branch, Department of Treasury and Finance, phone (03) 6777 2737, email david.thomas@treasury.tas.gov.au.

Applications to Recruitment Officer, Human Resources Branch, Department of Treasury and Finance, G.P.O. Box 147, Hobart Tas 7001, phone (03) 6166 4450, email recruitment@treasury.tas.gov.au.

Applications MUST address the selection criteria outlined in the Statement of Duties. Job Kits (including the Statement of Duties) can be downloaded from the Job Kit section on the left hand side of this page or alternatively by phoning the Recruitment Officer on (03) 6166 4450.

TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

*Liquor and Gaming Branch***Administrative Officer (723359).**

Applications Close:—Friday, 19 December 2014.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term full-time or part-time (no less than 0.8 FTE), as soon as possible for a period of up to 12 months.

Location:—Hobart.

Duties:—To perform a range of clerical functions associated with the administration and regulation of liquor and gaming.

In the context of the selection criteria, to be successful in the position applicants will:—perform a range of clerical functions

associated with the administration and regulation of liquor and gaming; assist with the process of applications for licences and permits under the Gaming Control Act 1993 and the Liquor Licensing Act 1990 and advise the public on liquor and gaming matters, including licensing matters.

Desirable Requirements:—Certificate III in a relevant area or equivalent level.

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 and alcohol related offences, Crimes involving dishonesty, Serious traffic offences and Identification check for: finger prints, palm prints, photograph and credit check.

Enquiries to Robert Luttrell, Operations Team Leader South, Liquor and Gaming Branch, Department of Treasury and Finance, phone (03) 6166 4320, email robert.luttrell@treasury.tas.gov.au.

Applications to Recruitment Officer, Human Resources Branch, Department of Treasury and Finance, G.P.O. Box 147, Hobart 7001, phone (03) 6166 4450, email recruitment@treasury.tas.gov.au.

Applications MUST address the selection criteria outlined in the Statement of Duties. Job Kits (including the Statement of Duties) can be downloaded from the Job Kit section on the left hand side of this page or alternatively by phoning the Recruitment Officer on (03) 6166 4450.

Tasmanian Government Senior Executive Service

PREMIER AND CABINET

Deputy Secretary (Corporate and Governance) (002276).

Applications Close:—Friday, 19 December 2014.

Salary:—\$169,326 – \$186,259 p.a.

Senior Executive, Level 3, Payment of Salary above the base salary of the advertised range is subject to an annual performance assessment.

Senior Executive (5 Years).

Location:—Hobart.

Duties:—Provide high level strategic advice and direction on a diverse range of whole-of-government issues and critical agency and multi-agency processes and projects while overseeing designated work units within the Department.

Manage a multi-disciplinary team to provide definitive advice and support to the Premier, Cabinet, Secretary and Heads of Agency on administrative processes and public sector administration; and the role and operation of Executive government, Cabinet, Executive Council and Parliament.

Oversee Corporate Services within the Department to ensure the highest levels of client service to departmental and ministerial staff.

Essential Requirements:—A degree or other tertiary qualification.

Enquiries to Greg Johannes, Secretary, Department of Premier and Cabinet, phone (03) 6232 7184, email greg.johannes@dpac.tas.gov.au.

Applications to Sarah Warner, HR Consultant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart, TAS 7000, phone (03) 6270 5599, email job.application@dpac.tas.gov.au.

Staff Movements

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Paramedic	P. Makrogamvrakis	6 months	03.12.14
Health & Human Services & Tasmanian Health Organisations	Paramedic	D. Warner	6 months	03.12.14
Health & Human Services & Tasmanian Health Organisations	Paramedic	N. Davy	6 months	15.11.14
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	S. Wu	6 months	03.12.14

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>
Treasury & Finance	Revenue Systems Test Analyst	S. Wrightson	30 months	20.12.14
Treasury & Finance	Principal.Net Developer	A. Pinner	30 months	01.12.14

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	R. Hudson	Supervisor, Medical Orderlies	08.12.14
Health & Human Services & Tasmanian Health Organisations	C. Paley	Branch Station Officer ICP (510646)	08.12.14
Primary Industries, Parks, Water & Environment	D. Browning	Senior Technical Officer	01.12.14

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 - Child and Family Health Nurse	K. Jessop	22.11.14
Health & Human Services & Tasmanian Health Organisations	Resident Support Officer	S. Hudson	03.12.14
Police & Emergency Management	Technical Support Officer	A. Smith	12.12.14
Premier & Cabinet	Senior Consultant	R. Leeson	04.12.14
Primary Industries, Parks, Water & Environment	Senior Industry Development Officer	H. Griffiths	03.12.14
Primary Industries, Parks, Water & Environment	Visitor Services Officer	R. Lynn	03.12.14
Primary Industries, Parks, Water & Environment	Administrative Assistant	J. Reid	28.11.14

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Patient Transport Officer	P. Mitchell	21.11.14
Health & Human Services & Tasmanian Health Organisations	Recruitment Support Officer	M. Irvine	28.11.14
Health & Human Services & Tasmanian Health Organisations	Customer Services Officer	K. Calvert	04.12.14
Health & Human Services & Tasmanian Health Organisations	Pay/Personnel Officer	L. Griggs	06.12.14
Health & Human Services & Tasmanian Health Organisations	Team Leader	W. McGarry	28.11.14
Health & Human Services & Tasmanian Health Organisations	Community Health Social Worker	P. Williams	28.11.14
Health & Human Services & Tasmanian Health Organisations	Cleaner	D. Moore	29.11.14
Health & Human Services & Tasmanian Health Organisations	Administrative Officer	J. van Heyster	01.12.14
Health & Human Services & Tasmanian Health Organisations	Cleaner	M. Barr	29.11.14
Justice	Electoral Services Officer	R. Cornock	05.12.14
Premier & Cabinet	Operational Facilitator	P. Rae	05.12.14
Premier & Cabinet	Operational Facilitator	R. Chesmer	05.12.14
Premier & Cabinet	Operational Facilitator	J. Black	05.12.14
Premier & Cabinet	Operational Facilitator	N. Hancock	05.12.14
Premier & Cabinet	Operational Facilitator	L. Davies	05.12.14
Primary Industries, Parks, Water & Environment	Parks and Reserves Manager - North West	T. Alderson	03.12.14
Primary Industries, Parks, Water & Environment	Deputy Director Public Programs and Operations	B. Richardson	09.12.14



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