



TASMANIAN STATE SERVICE NOTICES

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

Vacancies—General Information

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

www.jobs.tas.gov.au

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

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

Tasmanian Government Gazettes are available for perusal at the Public Sector Management Office, 9th Floor, 144 Macquarie Street, Hobart and in the reference section of major branches of the State Library.

Tasmanian Government Gazettes are available for sale from Print Applied Technology Pty Ltd, 123 Collins Street, Hobart and Birchalls Newsagency, The Mall, Launceston.

Further Information

Applicants are strongly advised to seek further information including the statement of duties, from the www.jobs.tas.gov.au site or the enquiries person specified in the vacancy concerned. In addition there is information available on the selection process, interviews, post-selection counselling and conditions of employment from the www.jobs.tas.gov.au site or the enquiries person. Application forms are available from the www.jobs.tas.gov.au site and from the Agency that has advertised the vacancy.

Submission of Applications

Applications will close 9 calendar days after the date of publication in the Gazette unless otherwise stated.

Late applications may be accepted at the discretion of the Head of Agency.

Fixed-Term Appointment

Fixed-term appointment for a specified term or for the duration of a specified task may be obtained by:—

- responding to advertisements for fixed-term appointment placed in these notices;
- expressions of interest in registration on an Agency's fixed-term employment register;

Fixed-Term Employment Registers

An expression of interest in registration on a fixed-term employment register may be lodged with an Agency in response to an advertisement placed in these Notices or the www.jobs.tas.gov.au site. A list of currently operating registers is also available from this site.

Email copy to or fax to (03) 6216 4294.

All copy must be typed in upper and lower case not ALL CAPS, if unsure please telephone (03) 6233 6110.

The only way to place a State Service vacancy, direct selection and staff movement notices is through the www.jobs.tas.gov.au system. If you wish to place a vacancy, direct selection and/or staff movement notice and do not have a www.jobs.tas.gov.au system log on, please contact your Human Resource Manager or the Public Sector Management Office on telephone (03) 6233 6687 or email: jobsadmin@dpac.tas.gov.au.

When using this facility please ensure your order and a copy of the material or vacancy reference are faxed to Print Applied Technology Pty Ltd on (03) 6216 4294.

Government Gazette:—

Copy must be received by Print Applied Technology Pty Ltd by prior to publication.

*State Service Notices—Vacancy, Direct Selection and Staff Movement Notices:—*Information is to be entered on the jobs system by prior to publication. Telephone (03) 6233 6687.

TASMANIAN GOVERNMENT GAZETTE & TASMANIAN STATE SERVICES NOTICES

PUBLICATION AND COPY CLOSURE DATES

Christmas 2008

COPY for the *Tasmanian Government Gazette* and State Service Notices to be published on Wednesday, 24 December 2008:—

All copy for the General Gazette must be received by 12pm on Friday 19 December 2008.

Copy for the State Services must be received by 12 noon on Friday 19 December 2008.

COPY for the *Tasmanian Government Gazette* to be published on Wednesday, 31 December 2008:—

All copy for General Gazette must be received by 12pm on 23 December 2008.

NOTE: There will not be a State Service section on this date.

COPY for the *Tasmanian Government Gazette* and State Service Notices to be published on Wednesday, 7 January 2009:—

All copy for the General Gazette must be received by 4 p.m. on Friday, 2 January 2009.

ECONOMIC DEVELOPMENT AND TOURISM

ENTERPRISE DEVELOPMENT DIVISION

Regional Office North West

Administration Assistant (424114).

Applications Close:—Friday, 16 January 2009.

Salary:—\$34,648–\$37,378 per annum.

Administrative and Clerical Employees Award, Level 2.

Fixed-term full-time 2 March 2009 to 31 March 2010.

Location:—Burnie.

Duties:—Provide a high standard of reception and administrative support to staff within the North West office.

Desirable Requirements:—Current driver's licence.

Enquiries to Dorothy Corbett for a copy of the Statement of Duties on (03) 6434 6261 or email Dorothy.Corbett@development.tas.gov.au. For further information about the position please contact Steven Jarman, Regional Manager North West, phone (03) 6434 6262, email Steven.Jarman@development.tas.gov.au.

Applications to Human Resources, Department of Economic Development and Tourism, G.P.O. Box 646 Hobart 7001, phone (03) 6233 5893, fax (03) 6233 5703, email applications@development.tas.gov.au.

Applications must address the selection criteria outlined in the Statement of Duties.

EDUCATION

CORPORATE SERVICES

Human Resources Management

HR Policy and Services

Establishment and Reporting Services

HR Officer – Salary and Workforce Management (963841).

Applications Close:—Friday, 9 January 2009.

Salary:—\$55,316–\$57,221 per annum.

Administrative and Clerical Employees Award, Level 6.

Permanent full-time.

Location:—Hobart.

Description of the Role:—Assist the Manager with the development, implementation and ongoing management of the Salary and Workforce Management system (SAWM) and related processes and procedures.

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

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 RTF (rich text 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.

Enquiries to Natalie Jackson, Department of Education, phone (03) 6233 7357, email natalie.jackson@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7251, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION

CORPORATE SERVICES

Human Resources Management

HR Policy and Services

Establishment and Reporting Services

Organisational Design Officer (962667).

Applications Close:—Friday, 9 January 2009.

Salary:—\$55,316–\$57,221 per annum.

Administrative and Clerical Employees Award, Level 6.

Permanent full-time.

Location:—Hobart.

Please note that it is intended to fill this vacancy on a permanent basis. However, for a period of six months from the date of this advertisement subsequent permanent or Fixed-term vacancies may arise and may be filled as a result of this selection process.

Description of the Role:—Provide advice and support to senior managers and departmental staff in relation to job and organisational design, and assist with management of the departmental establishment.

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

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 RTF (rich text 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.

Enquiries to Natalie Jackson, Department of Education, phone (03) 6233 7357, email natalie.jackson@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7251, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION

INTERNAL AUDIT

Senior Internal Auditor (950848).

Applications Close:—Friday, 9 January 2009.

Salary:—\$61,012–\$62,895 per annum.

Administrative and Clerical Employees Award, Level 7.

Permanent full-time.

Location:—Hobart.

Description of the Role:—Lead a team of Auditors that undertake audits as specified in the Internal Audit Programme. Assist in the redevelopment of audit methodologies as required.

Desirable Requirements:—Tertiary qualification in commerce, business management or economics, or substantial progress thereto.

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 RTF (rich text 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.

Enquiries to Mathew Moore, Department of Education, phone (03) 6233 7109, email mat.moore@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

ENVIRONMENT, PARKS, HERITAGE AND THE ARTS

OFFICE OF THE SECRETARY

Information Management Branch

ICT Infrastructure Manager (705508).

Applications Close:—Friday, 2 January 2009.

Salary:—\$74,179–\$76,069 per annum.

Administrative and Clerical Employees Award, Level 9.

Permanent full-time.

Location:—Hobart.

Duties:—The occupant will manage the activities and resources of the Infrastructure Management Team to provide a programme of three key services:

Provision, operation and maintenance of the information communications and technology infrastructure, including associated technical services.

Planning for the availability, capability and service continuity of the information communications and technology infrastructure.

Research, evaluate, design and implement emerging information communication technologies inline with organisational objectives, including internal and external project co-ordination.

Desirable Requirements:—Appropriate academic/professional qualifications, appropriate experience in managing information and communication technology in a distributed environment along with a current driver's licence.

Enquiries to Mark Siegemund, ICT Manager, phone (03) 6233 5860, email Mark.Siegemund@depha.tas.gov.au.

Applications to address the selection criteria outlined in the Statement of Duties, quote vacancy number and be addressed to Sallyanne Fisher, Human Resources, Department of Environment, Parks, Heritage and the Arts, G.P.O. Box 771, Hobart 7001, phone (03) 6233 5914, fax (03) 6233 5907, email applications@depha.tas.gov.au.

HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Staff Specialist-Peri-operative General Medicine (518450).

Applications Close:—Friday, 9 January 2009.

Salary:—To be negotiated.

Salaried Medical Practitioners Industrial Agreement 2006, Medical Practitioner, Level I-IV (Salary commensurate with qualifications and experience).

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

Location:—Hobart.

Duties:—Provide consultant physician input to the management of peri-operative patients within the inpatient and outpatient settings of the Royal Hobart Hospital. Provide acute inpatient and outpatient care to public and private patients of the Royal Hobart Hospital in General Medicine. Be involved in undergraduate and postgraduate teaching. Be actively involved in audit and other quality improvement activities.

Essential Requirements:—A medical practitioner who is registered under the provisions of the Medical Practitioners Registration Act 1996 and who holds a qualification recognised as a specialist medical qualification in accordance with the provisions of the Commonwealth/State Agreement on Mutual Recognition, which is relevant to his/her appointment.

Enquiries to Nicole Hancock, Department of Health and Human Services, phone (03) 6222 7022, email nicole.hancock@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Health and Well Being Services

Cancer Screening and Control Service

Project Officer (517143).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$50,816–\$56,463 per annum.

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

Fixed-term part-time day work, working 60.8 hours per fortnight, commencing as soon as possible until 30 September 2009.

Location:—25 Argyle Street, Hobart.

Duties:—As a member of the multi-skilled team, provide high-level project support to the Co-ordinator/Data Manager (CDM), Cervical Cancer Prevention Programme (CCPP). This project support of the CCPP and Tasmanian Cervical Cytology Register (TCCR), includes administrative and clerical support to the team members and related committees. In accordance with Cancer Screening and Control Services agreed standards, processes and protocols and within the services' governance framework, promote adherence to Public Health Act (PHA); National Cervical Screening Programme (NCSP) and National Health and Medical Research Council Guidelines (NH&MRC).

Desirable Requirements:—Experience and/or qualifications in a health related field including knowledge and understanding of the operations of the Tasmanian

Cervical Cytology Register or the ability to rapidly acquire this. Experience in project planning and evaluation processes in a health related field. Proven high level competency and experience in health related project development, implementation and evaluation support including high proficiency in the use of Microsoft suite of products.

Enquiries to Lorraine Wright, Department of Health and Human Services, phone (03) 6216 4305, email lorraine.wright@dhhs.tas.gov.au.

To be considered for an interview applicants must address each of the selection criteria outlined in the Statement of Duties.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart, Tasmania 7001. Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Health Policy***Policy Officer—2 Vacancies.**

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$65,874–\$75,280 per annum.

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

Vacancy No. 518458.

Permanent full-time day work.

Location:—Hobart.

Vacancy No. 518459.

Permanent full-time day work.

Location:—Hobart.

Duties:—Provide advice through the Director, Health Services on policy issues relating to the development and planning of the Group. Provide advice to the Executive, Health Services when required. Promote co-ordinate and support National and Statewide initiatives. Provide policy development and group co-ordination of activities within Health Services.

Enquiries to Jill Harley, Department of Health and Human Services, phone (03) 6233 3989, email jill.harley@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

HEALTH SERVICES

*Launceston General Hospital***Cleaner (503941).**

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$35,421–\$35,990 pro rata.

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

Fixed-term casual shift work, working as and when required. To commence as soon as possible until 16 May 2009.

Location:—Surgery, Operating Room Suite.

Duties:—Within the established guidelines and procedures, provide an efficient and effective cleaning support service to the Operating Room Suite. Experience an advantage but not required. Looking for someone with potential for development.

Desirable Requirements:—Previous cleaning experience in a large health or public facility; together with the ability to use and control various items of industrial cleaning equipment, safely and efficiently. Competent working knowledge in the use of cleaning chemicals or the ability to acquire the same. Knowledge and practical understanding of health and safety issues relevant to the position, with the ability to recognize hazards and take effective action.

Enquiries to Ross Mace, Department of Health and Human Services, phone (03) 6348 7626, email rsmace@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

HEALTH SERVICES

Launceston General Hospital

Clinical Service Pharmacist (503611).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$69,974–\$80,262 per annum.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Level 3.

Permanent full-time daywork.

Location:—Pharmacy, Launceston General Hospital.

Duties:—To effectively and efficiently provide contemporary clinical pharmacy services to inpatients, outpatients and staff of the Launceston General Hospital under the general direction and guidance of the Supervisor (Clinical Pharmacy Services).

Essential Requirements:—Entitled to be granted registration by the Pharmacy Board of Tasmania.

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

Enquiries to Patrick Keefe, Department of Health and Human Services, phone (03) 6348 7733, email patrick.keefe@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Launceston General Hospital

Food Services Assistant (503475).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$34,214–\$34,965 per annum.

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

Permanent part-time shiftwork, working 35 hours per fortnight.

Location:—Launceston General Hospital.

Duties:—Provide a high standard of meal service to patients, and optimum levels of hygiene throughout the Food Services Department.

Desirable Requirements:—Ability to acquire an understanding of in-patient meal delivery including cook-chill. Ability to acquire knowledge of the range of menus and basic restrictions associated with styles of meals and diets. A practical understanding of workplace safety and personal cleanliness and hygiene and how it relates to the delivery of food services.

Enquiries to Anna Campbell, Department of Health and Human Services, phone (03) 6348 7526, email anna.campbell@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Launceston General Hospital

Hospital Aide (504628).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$35,421–\$35,990 pro rata.

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

Permanent part-time day worker, working 40 hours per fortnight.

Location:—Women's and Children's Services, Ward 4N.

Duties:—To assist with the management of all Wards supplies (excepting drugs) to ensure the delivery of a high standard of patient care in the hospital. The position of Hospital Aide involves working with a multidisciplinary team within the Neonatal Unit. The hours worked are 4 hour per day and does not include weekends. Previous Hospital aide experience is desirable.

Desirable Requirements:—Previous experience working with patients desirable. Sound literacy and numeracy skills. Knowledge of the principles and practices of Infection Control.

Enquiries to Christine Coker, Nurse Unit Manger Neonatal Unit, Department of Health and Human Services, phone (03) 63488942, email christine.coker@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

HEALTH SERVICES

*Launceston General Hospital***House Services Assistant (503549).**

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$34,214–\$34,965 per annum.

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

Permanent part-time shift worker, working 60 hours per fortnight, not working weekends or public holidays.

Location:—Corporate, House Services.

Duties:—To clean allocated areas in compliance with established procedures and protocols.

Desirable Requirements:—Basic cleaning skills and knowledge of cleaning procedures and machinery. Physical capacity to handle heavy objects, operate machinery and climb and work up ladders. Sound interpersonal and communications skills. Well developed literacy and numeracy skills. An understanding of the uses of chemicals required in cleaning services.

Enquiries to Colleen Horton, Department of Health and Human Services, phone (03) 6348 7459, email colleen.horton@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

HEALTH SERVICES

*Launceston General Hospital***Lactation Consultant (504494).**

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$72,136–\$77,219 per annum.

Nurses (TPS) Award, Registered Nurse, Level 3.

Permanent full-time day work.

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

Duties:—In accordance with Agency policies and legal requirements, co-ordinate the planning, implementation, evaluation and promotion of the Lactation Consultancy Services within the Clinical Service and Hospital. Collaborates with members of the multi-disciplinary health team to ensure the delivery of optimum lactation services.

Essential Requirements:—Eligible for registration with the Nursing Board of Tasmania. Holds a current practising certificate in Midwifery. Is a current International Board Certified Lactation Consultant.

Enquiries to Sue McBeath, Department of Health and Human Services, phone (03) 63488976, email sue.mcbeath@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

HEALTH SERVICES

*Launceston General Hospital***Lactation Consultant (517422).**

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$72,136–\$77,219 pro rata.

Nurses (TPS) Award, Registered Nurse, Level 3.

Permanent part-time day work, working 40 hours per fortnight.

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

Duties:—In accordance with Agency policies and legal requirements, co-ordinate the planning, implementation, evaluation and promotion of the Lactation Consultancy Services within the Clinical Service and Hospital. Collaborates with members of the multi-disciplinary health team to ensure the delivery of optimum lactation services.

Essential Requirements:—Eligible for registration with the Nursing Board of Tasmania. Holds a current practising certificate in Midwifery. Is a current International Board Certified Lactation Consultant.

Enquiries to Sue McBeath, Department of Health and Human Services, phone (03) 63488976, email sue.mcbeath@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

HEALTH SERVICES

*Launceston General Hospital***Play Specialist (504107).**

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$36,204–\$38,977 pro rata.

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

Fixed-term part-time day worker, working 40 hours per fortnight. To commence as soon as possible until 27 June 2009.

Location:—Women's and Children's Services, Ward 4K.

Duties:—To provide opportunities for a child's normal need to play and interact with other children and to promote the child's developmental pattern.

Desirable Requirements:—Certificate in Children's Services, Associate Diploma of Social Science (Child Care) or equivalent/relevant qualifications; and/or equivalent competencies and skills within a hospital or therapy setting ie: experience working with, and under the direction of Occupational Therapists, Physiotherapists, Speech Pathologists, and Clinical Nurse Manager Sound knowledge of child development, and the varied needs of hospitalised children, previous experience in organising both individual and group children's activities for a variety of age groups, interests and capabilities within a hospital setting. Demonstrated ability to perform manual handling techniques, relating to positioning children in bed, chair, on the floor for play activities and manipulate equipment and play supplies in a safe and appropriate manner.

Enquiries to Sonja Leonard, Department of Health and Human Services, phone (03) 6348 7661, email sonja.leonard@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

HEALTH SERVICES

Launceston General Hospital

Registered Nurse (504618).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$47,472–\$62,348 pro rata.

Nurses (TPS) Award, Registered Nurse, Level 1.

Fixed-term full-time day work (with oncall). To commence as soon as possible until 2 May 2009.

Location:—Medicine, Angiography.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Enquiries to Shelley Foale, Department of Health and Human Services, phone (03) 63488722, email shelley.foale@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

HEALTH SERVICES

Launceston General Hospital

Registered Nurse (Midwife) EBA (517570).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$47,472–\$62,348 pro rata.

Nurses (TPS) Award, Registered Nurse, Level 1.

Permanent part-time shift work, working 40 hours per fortnight.

Location:—Women's and Children's Services, Ward 40/4B.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—All Nursing positions must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania. Mental Health positions must also have a psychiatric nursing certificate or be authorised by the Nursing Board of Tasmania to practise psychiatric nursing. Midwifery positions must also hold authorisation to practise as a Midwife by the Nursing Board of Tasmania.

Enquiries to Veronica Wood, Department of Health and Human Services, phone (03) 63488964, email veronica.wood@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

HEALTH SERVICES

Launceston General Hospital

Research Co-ordinator (504898).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$50,816–\$56,463 pro rata.

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

Fixed-term part-time daywork, working 48 hours per fortnight, commencing as soon as possible for a period of 12 months.

Location:—Diabetes Research Centre, Launceston General Hospital.

Duties:—Establish and undertake research projects relating to Diabetes. Act as a resource person to medical investigators, general practitioners, nursing and laboratory staff, pharmacists, community health workers and patients enrolled in research projects.

Desirable Requirements:—Extensive and demonstrated recent experience with research projects, together with experience in data collection. Previous experience in setting up and undertaking research projects and ethical guidelines. Well developed written and verbal communication skills and the ability to liaise effectively with medical/paramedical staff.

Enquiries to Catherine Austen, Department of Health and Human Services, phone (03) 6348 7588, email catherine.austen@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Launceston General Hospital

Theatre Support Officer (Relief) (517173).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$36,204–\$38,977 pro rata.

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

Fixed-term casual shift worker, working as and when required, not working weekends or public holidays. To commence as soon as possible until 16 May 2009.

Location:—Surgery, Operating Room Suite.

Duties:—Within the established guidelines and procedures, provide an efficient and effective support service to the Operating Room Suite and Day Procedure Unit. Experience an advantage but not required. Looking for a person with technical aptitude and with problem solving ability, and with potential for future development.

Desirable Requirements:—Experience an advantage but not required. Looking for a person with technical aptitude and with problem solving ability, and with potential for

future development. Significant knowledge and experience in work undertaken by a Theatre Support Officer and/or holds or is working towards Certificate 3 accredited Theatre Technician qualifications. A good understanding of the practical application of infection control relating to the relevant clinical environment. Knowledge and skills of patient positioning for appropriate theatre procedures.

Enquiries to Ross Mace, Department of Health and Human Services, phone (03) 63487626, email rsmace@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

HEALTH SERVICES

Mersey Community Hospital

Clinical Nurse (517764).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$62,802–\$67,183 per annum.

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

Permanent part-time shift work (fully rotational), working 56 hours per fortnight.

Location:—Division of Medicine, DEM.

Duties:—To provide advanced clinical care that is in accordance with requirements and meets the psychological, physical and spiritual needs of patients. Collaborates with other members of the health care team to ensure the delivery and evaluation of nursing care.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Enquiries to Alison Ellis, Department of Health and Human Services, phone (03) 64265300, email alison.ellis@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

HEALTH SERVICES

Mersey Community Hospital

Executive Director of Nursing and Care Redesign (518443).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$116,455 per annum.

Nurses (TPS) Award, Registered Nurse, Level 5, Grade 5.

Permanent full-time day work.

Location:—North West Region.

Duties:—As a member of the NW Health Services Executive Team play a key role in setting the strategic direction which enhances NW patient care capability, viability and reputation of the Hospital as a tertiary teaching facility. Provide leadership in achieving and upholding NW Health Services strategic plan objectives through the effective management of service innovation and redesign, organisational development and enhancing primary secondary integration.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Enquiries to Jane Holden, Department of Health and Human Services, phone 0407851931, email jane.holden@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

HEALTH SERVICES

Mersey Community Hospital

GP Liaison Consultant (518515).

Applications Close:—Wednesday, 7 January 2009.

Salary:—To be negotiated.

Salaried Medical Practitioners Industrial Agreement 2006, Specialist Medical Practitioner, Level I-IV (Salary commensurate with qualifications and experience).

Permanent part-time working 38 hours per fortnight.

Location:—North West Region.

Duties:—The Chief Executive Officer and senior clinician managers at the North West Health Service Network are seeking a GP to fulfill the duties of the GP Liaison Consultant which will contribute to strategic developments for improved partnerships and communication between community health care providers and the North West Regional Hospital. This will include improving co-ordination of services, increasing the timely exchange of clinical information and facilitating professional development for general practice.

Essential Requirements:—A medical practitioner who is registered under the provisions of the Medical Practitioners Registration Act 1996 and who holds a qualification recognised as a specialist medical qualification in accordance with the provisions of the Commonwealth/ State Agreement on Mutual Recognition, which is relevant to his/her appointment.

Enquiries to Jane Holden, Department of Health and Human Services, phone 0407851931, email jane.holden@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

HEALTH SERVICES

Mersey Community Hospital

Quality Co-ordinator (517759).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$72,136–\$77,219 pro rata.

Nurses (TPS) Award, Nurse Educator, Level 3.

Permanent part-time day work, working 60.8 hours per fortnight.

Location:—Mersey Community Hospital.

Duties:—To ensure the principles of continuous quality improvement are applied in the delivery of the services

within the Mersey Community Hospital. Co-ordinate the accreditation process for the Mersey Community Hospital, according to the requirements of the Australian Council of Healthcare Standards through the Evaluation and Quality Improvement Programme (EQuIP). In accordance with Agency and Hospital policies and statutory requirements, the position of Quality Co-ordinator is responsible for ensuring and promoting a proactive, integrated, innovative and multi disciplinary approach to quality improvement.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Enquiries to Julie Duff, Department of Health and Human Services, phone (03) 64265468, email julie.duff@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

HEALTH SERVICES

North West Regional Hospital

Manager Speech Pathology (502081).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$98,116 pro rata.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Manager, Level 5, Grade 1.

Permanent part-time day work, working 45.6 hours per fortnight.

Location:—Allied Health/Speech Pathology, Devonport Community and Health Services Centre.

Duties:—The development and management of the Speech Pathology Department in accordance with the policy directions, services standards and financial performance of the North West Regional Hospital (NWRH). To ensure that the Speech Pathology service is accreditable, efficient, effective, is customer focussed, evidence based and of a high professional standard.

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

Enquiries to Paula Hyland, Department of Health and Human Services, phone 0438519453, email paula.hyland@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

HEALTH SERVICES

North West Regional Hospital

PIMS Clerk (Casual) (501868).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$40,815–\$43,348 pro rata.

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

Fixed-term casual day worker, working as and when required. To commence as soon as possible until 1 January 2010.

Location:—Corporate Services, PIMS.

Duties:—Maintain the medical record and associated systems in accordance with AS2828. Perform all roles within Patient Information Management Services, inclusive of reception services in the Department Of Emergency Medicine, Outpatient Clinic areas and Admissions.

Casual employees will be trained in various areas of Patient Information Services but in the first instance training will be specific to Medical Records.

Desirable Requirements:—Successful completion of or a willingness to undertake a recognised course in business/office administration and medical terminology. A demonstrated knowledge of clerical procedures within a hospital information management area. Proven ability to organise and prioritise workflow according to demand with the ability to work in a multi-disciplinary team environment.

Enquiries to Geraldine Hanigan, Department of Health and Human Services, phone (03) 6430 6527, mobile 0409 173 260, email geraldine.hanigan@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

HEALTH SERVICES

Primary Health Services

Primary Health North

Community Nurse (506507).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$56,230–\$67,183 pro rata.

Nurses (TPS) Award, Community FCH Nurse.

Permanent part-time day work, working public holidays.

Location:—Primary Health North.

Duties:—In accordance with Primary Health Care principles, Agency policies, legal requirements and professional competencies, the Community Health Nurse provides nursing care to individuals and families, participates in community needs assessments and the development and implementation of health promotion programmes. Collaborate with other members of the health care team to ensure the delivery of high quality health care.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania. Current Drivers Licence.

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

Enquiries to Louise Phillips, Department of Health and Human Services, phone (03) 6336 5109, email louise.phillips@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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Please do not send applications to the contact person.

HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health North

Registered Nurse (513731a).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$47,472–\$62,348 pro rata.

Nurses (TPS) Award, Registered Nurse, Level 1.

Fixed-term part-time shift work, working 56 hours per fortnight, commencing as soon as possible to 1 August 2009.

Location:—St Helens District Hospital, St Helens, Tasmania.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

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

Enquiries to Miriam Deacon, Department of Health and Human Services, phone (03) 6376 5200, email miriam.deacon@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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Please do not send applications to the contact person.

HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health South

Community Health Nurse (506487).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$56,230–\$67,183 per annum.

Nurses (TPS) Award, Community FCH Nurse.

Fixed-term casual day work, commencing as soon as possible for a period of 2 years.

Location:—New Norfolk District Hospital.

Duties:—In accordance with Primary Health Care principles, Agency policies, legal requirements and professional competencies, the Community Health Nurse

provides nursing care to individuals and families, participates in community needs assessments and the development and implementation of health promotion programmes. Collaborate with other members of the health care team to ensure the delivery of high quality health care.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania. A current drivers licence.

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

Enquiries to Colleen Smith, Department of Health and Human Services, phone (03) 6262 2888, email colleen.smith@dhhs.tas.gov.au.

To be considered for an interview applicants must address each of the selection criteria outlined in the Statement of Duties.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart, Tasmania 7001. Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Royal Hobart Hospital

Cleaner—2 Vacancies.

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$34,214–\$34,965 pro rata.

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

Vacancy No. 507850.

Permanent part-time day work, 35 hours per fortnight.

Location:—Royal Hobart Hospital.

Vacancy No. 507852.

Permanent part-time day work, 35 hours per fortnight.

Location:—Royal Hobart Hospital.

Duties:—Perform general cleaning duties, including floor, and wall maintenance in offices, wards, corridors, toilet blocks, and other designated areas throughout the hospital as directed. Undertake special cleaning tasks, and other related duties, including removal of garbage, and collection /distribution of linen. Ensure equipment is used and maintained in the correct manner, and report faults to enable corrective action to be taken.

Enquiries to Tony Barrett, Department of Health and Human Services, phone (03) 6222 8211, email anthony.barrett@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

HEALTH SERVICES

*Royal Hobart Hospital***Cleaner (507829).**

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$34,214–\$34,965 per annum.

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

Permanent full-time daywork.

Location:—Royal Hobart Hospital.

Duties:—Perform general cleaning duties, including floor, and wall maintenance in offices, wards, corridors, toilet blocks, and other designated areas throughout the hospital as directed. Undertake special cleaning tasks, and other related duties, including removal of garbage, and collection /distribution of linen. Ensure equipment is used and maintained in the correct manner, and report faults to enable corrective action to be taken.

Enquiries to Tony Barrett, Department of Health and Human Services, phone (03) 6222 8211, email anthony.barrett@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

HEALTH SERVICES

*Royal Hobart Hospital***Cleaner—4 Vacancies.**

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$34,214–\$34,965 per annum.

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

Vacancy No. 507858.

Permanent full-time shift work.

Location:—Royal Hobart Hospital.

Vacancy No. 507862.

Permanent full-time shift work.

Location:—Royal Hobart Hospital.

Vacancy No. 507864.

Permanent full-time shift work.

Location:—Royal Hobart Hospital.

Vacancy No. 516750.

Permanent full-time shift work.

Location:—Royal Hobart Hospital.

Duties:—Perform general cleaning duties, including floor, and wall maintenance in offices, wards, corridors, toilet blocks, and other designated areas throughout the hospital as directed. Undertake special cleaning tasks, and other related duties, including removal of garbage, and collection /distribution of linen. Ensure equipment is used and maintained in the correct manner, and report faults to enable corrective action to be taken.

Enquiries to Tony Barrett, Department of Health and Human Services, phone (03) 6222 8211, email anthony.barrett@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

HEALTH SERVICES

*Royal Hobart Hospital***Clinical Nurse Educator, Day Surgery Unit (516785).**

Applications Close:—Wednesday, 14 January 2009.

Salary:—\$72,136–\$77,219 pro rata.

Nurses (TPS) Award, Registered Nurse, Level 3.

Permanent part-time day work, 38 hours per fortnight.

Location:—Royal Hobart Hospital.

Duties:—This is a rare opportunity for a motivated and experienced clinician to advance his or her career in within a Day Surgery setting. As RHH embraces the reform agenda set for Tasmania Clinical Nurse Educators are needed to support nurses, at all levels, to promote a modern, high quality, patient centred service. Association with the Nurse Education Unit, led by a professor of nursing, will provide opportunities to research and engage in practice development.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Enquiries to Prof. Mary Fitzgerald, Department of Health and Human Services, phone (03) 6222 7558, email mary.fitzgerald@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

HEALTH SERVICES

*Royal Hobart Hospital***Clinical Nurse Educator, Emergency Department (508382).**

Applications Close:—Wednesday, 14 January 2009.

Salary:—\$72,136–\$77,219 per annum.

Nurses (TPS) Award, Registered Nurse, Level 3.

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—This vacancy is a rare opportunity for a motivated and experienced clinician to advance his or her career in Emergency Nursing. As RHH embraces the reform agenda set for Tasmania, Clinical Nurse Educators are needed to support nurses, at all levels, to promote a modern, high quality, patient centred service. Association with the Nurse Education Unit, led by a professor of nursing, will provide opportunities to research and engage in practice development.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Enquiries to Prof. Mary FitzGerald, Department of Health and Human Services, phone (03) 6222 7558, email mary.fitzgerald@dhhs.tas.gov.au.

You are encouraged to apply online at www.jobs.tas.gov.au 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

HEALTH SERVICES

Royal Hobart Hospital

Clinical Nurse Educator, Neonatal and Paediatric Intensive Care (509758).

Applications Close:—Wednesday, 14 January 2009.

Salary:—\$72,136–\$77,219 per annum.

Nurses (TPS) Award, Registered Nurse, Level 3.

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—This is a rare opportunity for a motivated and experienced clinician to advance his or her career in Neonatal and Paediatric Intensive Care Nursing. As RHH embraces the reform agenda set for Tasmania Clinical Nurse Educators are needed to support nurses, at all levels, to promote a modern, high quality, patient centred service. Association with the Nurse Education Unit, led by a professor of nursing, will provide opportunities to research and engage in practice development.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Enquiries to Prof. Mary FitzGerald, Department of Health and Human Services, phone (03) 6222 7558, email mary.fitzgerald@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, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Royal Hobart Hospital

Clinical Nurse Educator, Neurosurgery (516786).

Applications Close:—Wednesday, 14 January 2009.

Salary:—\$72,136–\$77,219 pro rata.

Nurses (TPS) Award, Registered Nurse, Level 3.

Permanent part-time day work, 38 hours per fortnight.

Location:—Royal Hobart Hospital.

Duties:—This position is a rare opportunity for a motivated and experienced clinician to advance his or her career in Neurosurgical Nursing. As RHH embraces the reform agenda set for Tasmania Clinical Nurse Educators are needed to support nurses, at all levels, to promote a modern, high quality, patient centred service. Association with the Nurse Education Unit, led by a professor of nursing, will provide opportunities to research and engage in practice development.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Enquiries to Prof. Mary FitzGerald, Department of Health and Human Services, phone (03) 6222 7558, email mary.fitzgerald@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

HEALTH SERVICES

Royal Hobart Hospital

Cook (508070).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$40,815–\$43,348 per annum.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 1.

Permanent full-time day work, not working weekends, but working public holidays.

Location:—Royal Hobart Hospital.

Duties:—Undertake the preparation, cooking, and chilling of all meals, including therapeutic diets for all customers for whom service is required. Assist with the preparation of requirements for special functions, buffets, dinners, etc. Assist with cleaning of equipment and facility.

Enquiries to Ian Norris, Department of Health and Human Services, phone (03) 6222 7192, email ian.norris@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

HEALTH SERVICES

Royal Hobart Hospital

Fellow (Geriatric Medicine) (515932a).

Applications Close:—Wednesday, 7 January 2009.

Salary:—To be negotiated.

Salaried Medical Practitioners Industrial Agreement 2006, Medical Practitioner and Specialist Medical Practitioner in Training, Level I-II (Salary commensurate with qualifications and experience).

Fixed-term full-time day work (with oncall).

Location:—Hobart.

Duties:—Applications are invited to apply for the position of geriatric fellow at the RHH. The position is full-time and based in Hobart but some outreach and community work will be involved. The successful candidate will have membership of the Royal Australian College of Physicians and will have a strong interest in aged care. It is envisaged that the candidate will work under the supervision of the Director of Aged Care with a view to obtaining specialist qualification as a geriatrician after 12 months.

Essential Requirements:—A medical practitioner who holds general, conditional or conditional registration for special purposes, registration under the provisions of the Medical Practitioners Registration Act 1996 who has successfully completed all examination requirements for a qualification accepted as a specialist in accordance with

the provisions of the Commonwealth/State Agreement on Mutual Recognition, and is within 12 months of having that qualification conferred.

Enquiries to Jane Tolman, Department of Health and Human Services, phone (03)6222 7893, mobile 0411 235 529, email jane.tolman@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Royal Hobart Hospital

Senior Speech Pathologist (508273).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$69,974–\$80,262 pro rata.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Level 3.

Fixed-term part-time day work, commencing as soon as possible until 24 April 2009.

Location:—Hobart.

Duties:—Provide specialised clinical assessment and intervention to inpatients and outpatients of the Royal Hobart Hospital, and inpatients of The Hobart Private Hospital and Karringal as directed by The Manager, Speech Pathology Services, Royal Hobart Hospital. Assist the Manager, Speech Pathology Services, Royal Hobart Hospital, in providing clinical leadership and professional support, and ensuring that speech pathology services provided by the Royal Hobart Hospital adhere to best practice standards, and are offered in accordance with organizational policies and the State Service Code of Conduct.

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

Enquiries to Gudrun Peacock, Department of Health and Human Services, phone (03) 6222 8054, email gudrun.peacock@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Royal Hobart Hospital

Social Worker (Statewide Audiology Service) (517279).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$69,974–\$80,262 pro rata.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Level 3.

Permanent part-time day work, 30.4 hours per fortnight.

Location:—Royal Hobart Hospital.

Duties:—Provide statewide social work support to families of children diagnosed with a permanent hearing

loss, to ensure that these children and their families receive appropriate treatment, intervention, and community support both immediately following diagnosis and in the longer term. Provide social work support to patients and families that are referred to the cochlear implant programme, including adults, teenagers and children.

Essential Requirements:—Degree in Social Work giving eligibility for membership of Australian Association of Social Workers.

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

Possession of a current drivers licence.

Enquiries to Lee Kethel, Department of Health and Human Services, phone (03) 6222 7122, email lee.kethel@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

HUMAN SERVICES

Children and Family Services

South East Area

Family Violence Worker—Children and Young Persons Programme, FVCSS, South (515213).

Applications Close:—Friday, 16 January 2009.

Salary:—\$45,535–\$73,058 per annum.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Level 1-2.

Permanent full-time day work.

Location:—Children and Family Services, South East.

Duties:—To work as an effective member of the Family Violence Service (Children's Service) established as part of the Government's Safe at Home initiative. Provide specialist services to children and young people affected by family violence in accordance with best practice principles and within a collaborative and multidisciplinary framework. Provide programmes that incorporate multi-level assessments and interventions and address the needs of children and young people affected by family violence.

Desirable Requirements:—Demonstrated knowledge and understanding of family violence and its impact on the developmental needs of children and young people. Demonstrated ability to work therapeutically with children and young people who have complex needs, including the ability to liaise effectively with family members and other service providers. Demonstrated ability to exercise professional judgment and initiative, work with general supervision and seek guidance as appropriate.

Essential Requirements:—A Bachelor of Social Work or a Diploma of Community Welfare Work or other tertiary qualifications at Diploma or above level which include units of study in case management/casework practice and supervised practical work placements in relevant fields.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment

check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas:—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Liz Mulder, Department of Health and Human Services, phone (03) 6216 4394, mobile 0408 507 921, email liz.mulder@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. Please do not send applications to the contact.

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HEALTH AND HUMAN SERVICES

OFFICE OF THE SECRETARY

Senior Communications Consultant (518519).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$65,874–\$75,280 per annum.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—To guide and support development, implementation and evaluation of service/programme/project-specific communications strategies and plans throughout the Agency.

Desirable Requirements:—Very highly developed written communication skills, including the capacity to produce high quality documents in a variety of communication formats for a range of target audiences. Very highly developed verbal communication, liaison, negotiation and interpersonal skills, with a willingness and ability to interact with a wide range of internal and external stakeholders. Highly developed strategic communications skills, including the ability to develop, and implement and evaluate communications strategies.

Enquiries to Jenny Denholm, Department of Health and Human Services, phone (03) 6233 0510, email jenny.denholm@dhhs.tas.gov.au.

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

HEALTH AND HUMAN SERVICES

POPULATION HEALTH

Service Support Officer (500746).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$46,109–\$48,920 per annum.

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

Permanent full-time day work.

Location:—25 Argyle Street, Hobart.

Duties:—Provide high-level administrative and executive support to the managers and staff of the Population Health Business Unit as required. Provide office management of the administration team within the Population Health Business Unit.

Desirable Requirements:—Demonstrated ability to effectively exercise initiative, judgment and discretion in a complex work environment and to prioritise work to meet deadlines.

Effective organizational and office management skills including the ability to complete a wide range of clerical and administrative tasks with a high degree of accuracy.

Proficient computer skills including extensive knowledge and experience in the use of complex word processing, spreadsheets, databases and graphics functions and email.

Enquiries to Emilija Saleta, Department of Health and Human Services, phone (03) 6222 7728, email emilija.saleta@dhhs.tas.gov.au.

To be considered for an interview applicants must address each of the selection criteria outlined in the Statement of Duties.

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. Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES

STATEWIDE SYSTEMS DEVELOPMENT

Alcohol and Drug Services

Clinical Nurse (Drug and Alcohol, Community) (500831).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$62,802–\$67,183 per annum.

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

Permanent full-time day work.

Location:—Alcohol and Drugs (South).

Duties:—Within a primary health care framework, provide comprehensive assessment, treatment and referral service providing appropriate evidenced-based treatment interventions. Assist with and participate in the formulation, implementation and evaluation of quality improvement, local policy, ethical research activities and other strategies consistent with best practice. Provide nursing specific input to the multi-disciplinary team service delivery within the Community Team programme.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania. Current Drivers Licence.

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

Enquiries to Jann Smith, Department of Health and Human Services, phone (03) 6230 7901, email jannette.smith@dhhs.tas.gov.au.

To be considered for an interview applicants must address each of the selection criteria outlined in the Statement of Duties.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart, Tasmania 7001. Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES

STATEWIDE SYSTEMS DEVELOPMENT

*Mental Health Services***Allied Health Professional (515231).**

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$69,974–\$80,262 per annum.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Level 3.

Permanent full-time day work.

Location:—Mental Health Services North.

Duties:—In accordance with National Mental Health Standards, Agency policy and direction, legal requirements and professional competencies undertake the delivery of quality care to clients of the Child and Adolescent Mental Health Service, based on best practice principles and within a collaborative and multi-disciplinary framework. Promote community awareness in relation to mental health. To provide specialist mental health services to consumers in Tasmania in accordance with professional discipline, skills and standards. As a professional member in a multidisciplinary team, provide a specialist assessment and treatment service to clients of Child and Adolescent Mental Health Services and their families or carers. Act as a consultant to other agencies with regard to the support and management of clients with mental health needs.

Essential Requirements:—Degree in Social Work giving eligibility for membership in the Australian Association for Social Workers, or a Masters Degree in Clinical Psychology and registrable to practice as a Psychologist in the State of Tasmania; or a four year degree in Psychology with two years supervised clinical experience and registrable to practice as a Psychologist in the State of Tasmania; or Graduate of an approved School of Occupational Therapy and eligibility for membership to OT Australia (Australian Association of Occupational Therapists).

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

Enquiries to Team Leader, Department of Health and Human Services, phone (03) 6336 2867, email teamleader.camhsn@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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Please do not send applications to the contact person.

HEALTH AND HUMAN SERVICES

STATEWIDE SYSTEMS DEVELOPMENT

*Mental Health Services***Executive Support Officer (517864).**

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$50,816–\$56,463 per annum.

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

Permanent full-time day work.

Location:—St Johns Park, New Town.

Duties:—Provide efficient support to the State-wide Clinical Director, located within the State Office, Mental Health Services (MHS). This will include the provision of high level administrative, clerical, reception, and secretarial support to the Office of the Chief Psychiatrist team. Co-ordinate the preparation of complex and confidential documentation, including Ministerial and Question Time Briefs and the provision of background notes, for matters relating to the activities of the State-wide Clinical Director and the statutory responsibilities associated with the role of Chief Psychiatrist. Develop systems and protocols, which ensure an efficient flow of information to and from the Office of the Chief Psychiatrist to the Chief Executive Officer and other MHS Executive members, the medical workforce and the broader MHS programme.

Desirable Requirements:—Proven experience and understanding of the provision of executive support in a demanding senior management environment. Proven skills and experience in project work, including analytical, organizational and investigative skills, together with the ability to think critically and solve problems. Ability to exercise initiative, judgment, sensitivity and discretion, including the ability to interpret and analyse information and recommend or decide on appropriate action within a senior management environment.

Enquiries to Jade O'Sullivan, Department of Health and Human Services, phone (03) 6230 7711, email jade.osullivan@dhhs.tas.gov.au.

To be considered for an interview applicants must address each of the selection criteria outlined in the Statement of Duties.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart, Tasmania 7001. Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES

STATEWIDE SYSTEMS DEVELOPMENT

*Mental Health Services***Psychologist (506249).**

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$69,974–\$80,262 pro rata.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Level 3.

Permanent part-time day work.

Location:—Mental Health Services North.

Duties:—As part of a multi-disciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Clinical Psychologist undertakes the delivery of quality psychological services utilising evidence-based best practice, principles and within a collaborative and multi-disciplinary framework, provides a specialist psychological assessment and treatment service to clients of the Child and Adolescent Mental Health Service, and their families in relation to mental health issues in accordance with discipline specific skills and abilities, and acts as a consultant to other Agencies with regard to the support and management of clients with mental health needs and promotes community awareness in relation to mental health.

Essential Requirements:—Eligible for registration as a psychologist in Tasmania and a Masters degree in Clinical

Psychology or equivalent as deemed by the Psychologist Registration Board, or a four year degree in Psychology with two years supervised clinical experience.

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

Enquiries to Team Leader, Department of Health and Human Services, phone (03) 6336 2867, email teamleader.camhsn@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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Please do not send applications to the contact person.

HEALTH AND HUMAN SERVICES

STATEWIDE SYSTEMS DEVELOPMENT

Mental Health Services

Registered Nurse (506557).

Applications Close:—Wednesday, 7 January 2009.

Salary:—\$47,472–\$62,348 pro rata.

Nurses (TPS) Award, Registered Nurse, Level 1.

Fixed-term casual as and when required, commencing as soon as possible to 31 December 2010.

Location:—Ward 1E, LGH Charles St, Launceston.

Duties:—As part of a multi-disciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Registered Nurse utilises a problem solving approach and established nursing procedures in the delivery and evaluation of direct care to a designated number of clients, interacts effectively with consumers, families and significant others in the planning and implementation of care in collaboration with other members of the health team to ensure consumer focused outcomes, and remains actively involved in maintaining and continually improving the quality of client care provided by the service.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania. A current psychiatric nursing practising certificate or be authorised by the Nursing Board of Tasmania to work in a psychiatric nursing position.

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

Enquiries to Jan Dorman, Department of Health and Human Services, phone (03) 6348 7765, email jan.dorman@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.

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

Please do not send applications to the contact person.

INFRASTRUCTURE, ENERGY AND RESOURCES

LAND TRANSPORT SAFETY

Registration and Licensing Branch

Service Delivery Consultant (370392).

Applications Close:—Monday, 5 January 2009.

Salary:—\$41,318–\$43,922 per annum.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart.

Duties:—To provide clients with a professional and efficient service in regard to incoming telephone and Internet inquiries through the Transport Enquiry Service (TES) and to accurately and efficiently process a broad range of Registration and Licensing transactions including quality assurance audit of transactions processed by authorised agents.

Enquiries to Karen Webb, Manager Service Delivery Unit, Department of Infrastructure, Energy and Resources, phone (03) 6233 5417, email karen.webb@dier.tas.gov.au.

Applications to Manager Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart 7001, phone (03) 6233 2060, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

To be considered for an interview an applicant must address the selection criteria that are contained in the Statement of Duties.

Applicants should note that, for a period of six months from the date of this notice the selection process for this vacancy may be used to fill subsequent or similar vacancies, under the same conditions as set out above.

The Department prefers the electronic submissions of applications, which will be acknowledged by return email upon successful transmission.

INFRASTRUCTURE, ENERGY AND RESOURCES

LAND TRANSPORT SAFETY

Road Safety Operations

Crossing Guards

School Crossing Patrol Officer (902810).

Applications Close:—Monday, 5 January 2009.

Salary:—\$32,020–\$38,873 per annum.

Tasmanian State Service Award, General Stream, Band 1.

Permanent part-time 15 hours per fortnight.

Location:—New Town.

Duties:—To assist school children and other pedestrians to cross roads near schools in locations where provision of a Patrol Officer is warranted under Departmental guidelines.

Essential Requirements:-

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

Medical examination covering general health, medical history, vision and hearing.

Desirable Requirements:—Current drivers licence. Possession of a current First Aid Certificate.

Enquiries to Fiona Cleary, Road Safety Consultant, Department of Infrastructure, Energy and Resources, phone (03) 6233 5698, email fiona.cleary@dier.tas.gov.au.

Applications to Manager Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart 7001, phone (03) 6233 2060, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

To be considered for an interview an applicant must address the selection criteria that are contained in the Statement of Duties.

Applicants should note that, for a period of six months from the date of this notice the selection process for this vacancy may be used to fill subsequent or similar vacancies, under the same conditions as set out above.

The Department prefers the electronic submissions of applications, which will be acknowledged by return email upon successful transmission.

INFRASTRUCTURE, ENERGY AND RESOURCES

LAND TRANSPORT SAFETY

LTS Policy

Senior Policy Analyst (371246).

Applications Close:—Monday, 5 January 2009.

Salary:—\$66,660–\$76,069 per annum.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart.

Duties:—Undertake high level research, analysis, development, implementation and review of land transport safety policy and related legislation.

Desirable Requirements:—A tertiary qualification in law or a relevant discipline.

Enquiries to Deborah Davis, Manager Policy and Projects, Department of Infrastructure, Energy and Resources, phone (03) 6233 2629, email deborah.davis@dier.tas.gov.au.

Applications to Manager Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart 7001, phone (03) 6233 2060, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

To be considered for an interview an applicant must address the selection criteria that are contained in the Statement of Duties.

Applicants should note that, for a period of six months from the date of this notice the selection process for this vacancy may be used to fill subsequent or similar vacancies, under the same conditions as set out above.

The Department prefers the electronic submissions of applications, which will be acknowledged by return email upon successful transmission.

INFRASTRUCTURE, ENERGY AND RESOURCES

PASSENGER TRANSPORT

Passenger Transport Services

Administrative Services Officer (370581).

Applications Close:—Monday, 5 January 2009.

Salary:—\$46,736–\$49,582 per annum.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart.

Duties:—Provide administrative support to the managers and staff of the Passenger Transport Services Branch. Ensure the timely delivery of programme outputs and outcomes through a range of activities including document

management, client service and general administration.

Enquiries to Andrew Hall, Executive Officer, Department of Infrastructure, Energy and Resources, phone (03) 6233 5458, email andrew.hall@dier.tas.gov.au.

Applications to Manager Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart 7001, phone (03) 6233 2060, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

To be considered for an interview an applicant must address the selection criteria that are contained in the Statement of Duties.

Applicants should note that, for a period of six months from the date of this notice the selection process for this vacancy may be used to fill subsequent or similar vacancies, under the same conditions as set out above.

The Department prefers the electronic submissions of applications, which will be acknowledged by return email upon successful transmission.

JUSTICE

MAGISTRATES COURT

Launceston

Clerk (Data Processing) (350236).

Applications Close:—Friday, 2 January 2009.

Salary:—\$41,318–\$43,922 per annum.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time.

Location:—Launceston.

Duties:—Administrative duties including processing court documents, data entry and general correspondence.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—conviction 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 Roger Illingworth, Manager N/NW Magistrates Court., Department of Justice, phone (03) 6336 2605, email roger.illingworth@justice.tas.gov.au.

Applications to Ms Lee Steedman, Administration Officer, Department of Justice, G.P.O. Box 825, Hobart, Tasmania 7001, phone (03) 6233 9265, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Roger Illingworth on (03) 6336 2605.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application is one attachment in either Microsoft Word format or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

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

JUSTICE
MAGISTRATES COURT
Launceston

Court Clerk (350231).

Applications Close:—Friday, 2 January 2009.

Salary:—\$46,736–\$49,582 per annum.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term full-time.

Location:—Launceston.

Duties:—Co-ordinate the day to day activities of a court including pre-court checking, preparation and organisation of documents, exhibits, correspondence and statistics. Ensure the proper and accurate recording and monitoring of court proceedings and the completion of all court records.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—conviction 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 David House, Assistant Manager, Magistrates Court, Launceston, Department of Justice, phone (03) 6336 2605, email david.house@justice.tas.gov.au.

Applications to Ms Lee Steedman, Administration Support Officer, Department of Justice, G.P.O. Box 825, Hobart, Tasmania 7001, phone (03)6233 9265, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact David House on (03) 6336 2605.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application is one attachment in either Microsoft Word format or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

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

PREMIER AND CABINET
POLICY DIVISION

Administrative Assistant (001212).

Applications Close:—Friday, 26 December 2008.

Salary:—\$41,318–\$43,922 per annum.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term full-time (12 months).

Location:—Hobart.

Duties:—Provide executive and clerical support to the Deputy Directors and other Management staff within the Policy Division. Contribute to the efficient and effective administrative operation of the Division including distribution of information to other Organisational Units of the Division, reception and clerical service to the staff of the Division.

Enquiries to Alex Schouten, Assistant Director, Department of Premier and Cabinet, phone (03) 6232 7169, email Alex.Schouten@dpac.tas.gov.au.

Applications to Melanie Nugent, Executive Assistant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart Tasmania 7001, phone (03) 6233 3738, fax (03) 6233 2769, email job.application@dpac.tas.gov.au.

PRIMARY INDUSTRIES AND WATER

BIOSECURITY AND PRODUCT INTEGRITY

Quarantine Services

Manager (Programme Planning) (702524).

Applications Close:—Monday, 5 January 2009.

Salary:—\$79,834–\$83,597 per annum.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time.

Location:—Hobart.

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

Potential applicants should note that new classification structures and salary rates are effective on 5 March 2009. Further information can be obtained from the contact officer.

Duties:—Manage the development and planning of programmes and services that underpin the State's quarantine barrier and export functions. Provide specialist consultative advice at a high level on quarantine barrier and export functions. Provide specialist consultative advice at a high level on quarantine operational planning and policy to the Minister, the Department and Government including the Australian Quarantine and Inspection Service (AQIS). Manage the development of a planning framework and operational guidelines for quarantine management in Tasmania.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—Satisfactory security clearance as required by airport authorities.

Desirable Requirements:—A relevant tertiary qualification.

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

Enquiries to Sam Allen, phone (03) 6233 3626, email sam.allen@dpiw.tas.gov.au.

Applications to Sam Allen, Administration Officer (Quarantine), Department of Primary Industries and Water, Macquarie Wharf No. 1, Hunter Street, Hobart, 7000, phone (03) 6233 3626, fax (03) 6233 3307, email sam.allen@dpiw.tas.gov.au.

PRIMARY INDUSTRIES AND WATER

CORPORATE SERVICES

Finance, Facilities and Business Services

Finance Officer (700664).

Applications Close:—Monday, 5 January 2009.

Salary:—\$46,736–\$49,582 per annum.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—Hobart.

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

Potential applicants should note that new classification structures and salary rates are effective on 5 March 2009. Further information can be obtained from the contact officer.

Duties:—Process revenue and expenditure transactions within the Finance Branch in accordance with Government and Departmental financial policies, procedures and relevant legislation.

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

Enquiries to Julie Miller, phone (03) 6233 3214, email julie.miller@dpiw.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries and Water, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 3004, fax (03) 6233 2660, email job.applications@dpiw.tas.gov.au.

PRIMARY INDUSTRIES AND WATER

INFORMATION AND LAND SERVICES

Crown Land Services

Team Leader (Lease and Licence Applications Management) (334958).

Applications Close:—Monday, 5 January 2009.

Salary:—\$66,660–\$76,069 per annum.

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.

Applicants should note that while this vacancy has been advertised as full-time, DPIW may be prepared to negotiate a part-time or job share arrangement with the successful applicant/s. Pro rata salary is based on the above full-time rates.

Potential applicants should note that new classification structures and salary rates are effective on 5 March 2009. Further information can be obtained from the contact officer.

Duties:—Support the Manager (Crown Land Services), by managing the small team of property officers tasked with managing lease and licence applications and agreements for Crown Land Services.

Desirable Requirements:—Relevant tertiary qualifications would be an advantage. A current motor vehicle driver's licence.

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

Enquiries to Michael Jones, phone (03) 6233 2997, email michael.jones@dpiw.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries and Water, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 3004, fax (03) 6233 2660, email job.applications@dpiw.tas.gov.au.

PRIMARY INDUSTRIES AND WATER

RESOURCE MANAGEMENT AND CONSERVATION

Development and Conservation Assessment

Section Head (Conservation Assessment) (701854).

Applications Close:—Monday, 5 January 2009.

Salary:—\$79,834–\$83,597 per annum.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time.

Location:—Hobart.

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

Potential applicants should note that new classification structures and salary rates are effective on 5 March 2009. Further information can be obtained from the contact officer.

Duties:—Undertake major research, analysis, development, review and co-ordination in relation to the assessment of the impacts of development projects and impact mitigation policies and strategies and solutions. Provide the Manager Development and Conservation Assessment and the General Manager RMC with broad based authoritative advice on development project assessments with the RMC Division and manage a small section of Natural Values Assessment Officers.

Desirable Requirements:—Tertiary qualifications in a natural resource management discipline. A current motor vehicle drivers licence.

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

Enquiries to Fionna Bourne, phone (03) 6216 4252, email fionna.bourne@dpiw.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries and Water, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 3004, fax (03) 6233 2660, email job.applications@dpiw.tas.gov.au.

PRIMARY INDUSTRIES AND WATER

RESOURCE MANAGEMENT AND CONSERVATION

Wildlife Management

Section Head (Wildlife Monitoring and Management) (702948).

Applications Close:—Monday, 5 January 2009.

Salary:—\$79,834–\$83,597 per annum.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time.

Location:—Hobart.

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

Potential applicants should note that new classification structures and salary rates are effective on 5 March 2009. Further information can be obtained from the contact officer.

Duties:—Manage the human, physical and financial resources of the Wildlife Monitoring and Management Section of the Wildlife Management Branch. Provide and co-ordinate high level advice and represent the Branch on matters related to Wildlife Management. Co-ordinate and integrate the Wildlife Management Programme.

Desirable Requirements:—Appropriate tertiary qualifications in a relevant discipline. A current motor vehicle driver's licence.

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

Enquiries to Julie Wilkinson, phone (03) 6233 6291, email Julie.Wilkinson@dpiw.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries and Water, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 3004, fax (03) 6233 2660, email job.applications@dpiw.tas.gov.au.

PRIMARY INDUSTRIES AND WATER

WATER RESOURCES

Water Assessment

Section Head (Water Monitoring) (702472).

Applications Close:—Monday, 5 January 2009.

Salary:—\$79,834–\$83,597 per annum.

Tasmanian State Service Award, General Stream, Band 7. Permanent full-time.

Location:—New Town.

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

Potential applicants should note that new classification structures and salary rates are effective on 5 March 2009. Further information can be obtained from the contact officer.

Duties:—Lead and manage the Water Monitoring Section and State Baseline Streamflow and Water Quality Monitoring Network. Co-ordinate the provision of advice on streamflow and water quality information to a wide range of stakeholders. Lead the ongoing design and implementation of monitoring techniques.

Desirable Requirements:—A current motor vehicle drivers licence. Relevant studies in hydrometrics, water quality and water monitoring systems. Several years experience in the collection, collation, storage, analysis and reporting of water monitoring information. A current Workplace Level 2 First Aid Certificate. Relevant courses or training in water safety. Four wheel drive certification.

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

Enquiries to Cate Graham, phone (03) 6233 6328, email cate.graham@dpiw.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries and Water, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 3004, fax (03) 6233 2660, email job.applications@dpiw.tas.gov.au.

PRIMARY INDUSTRIES AND WATER

WATER RESOURCES

Water Policy and Planning

Policy Officer (Water Policy) (2 vacancies)—Readvertised (702945 and 702946).

Applications Close:—Monday, 5 January 2009.

Salary:—\$66,660–\$76,069 per annum.

Tasmanian State Service Award, General Stream, Band 6. Fixed-term full-time until 30 June 2009.

Location:—Hobart.

Commencing salary within the above range will be

determined in accordance with qualifications and previous relevant experience.

Potential applicants should note that new classification structures and salary rates are effective on 5 March 2009. Further information can be obtained from the contact officer.

Duties:—Provide high level advice and project management support in the development of policy and legislative frameworks that ensure the equitable and sustainable use and development of Tasmania's freshwater resources. Is required to undertake policy projects that will enable the Water Resources Division to more effectively support water development opportunities arising from the water infrastructure projects currently being developed by the Irrigation Development Board.

Desirable Requirements:—Tertiary qualifications in natural resource management, economics or law. A current motor vehicle driver's licence.

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

Enquiries to Jodie Murray, phone (03) 6233 6753, email Jodie.Murray@dpiw.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries and Water, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 3004, fax (03) 6233 2660, email job.applications@dpiw.tas.gov.au.

THE PUBLIC TRUSTEE

EXECUTIVE MANAGEMENT TEAM

Human Resource Manager—Readvertised (790197).

Applications Close:—Friday, 26 December 2008.

Salary:—\$79,834–\$83,597 per annum.

Tasmanian State Service Award, General Stream, Band 7. Permanent full-time.

Location:—Hobart.

Duties:—Develop and co-ordinate the implementation of the Public Trustee's human resource management plan, including succession and workforce planning, knowledge management, human resource management policies, employment practices and Workplace Health and Safety. Develop and implement a strategic training and development programme for PT staff. Develop, promote and implement a performance management system.

Enquiries to Peter Maloney, Chief Executive Officer, The Public Trustee, 116 Murray Street, Hobart, phone (03) 6233 7611, email pmaloney@publictrustee.tas.gov.au.

Applications to Venita Holland, Human Resource Officer, The Public Trustee, G.P.O. Box 1565, Hobart, 7001, phone (03) 6233 7706, email vholland@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.

TREASURY AND FINANCE

BUDGET AND FINANCE DIVISION

Budget Management Branch

Assistant Director (724028).

Applications Close:—Friday, 2 January 2009.

Salary:—\$86,107–\$89,246 per annum.

Tasmanian State Service Award, General Stream, Band 8. Permanent full-time.

Location:—Hobart.

Duties:—The Assistant Director as a senior member

of the Budget and Finance Division is responsible for the provision of strategic direction and high level policy advice in relation to the management of the State Budget; including: the development and monitoring of the State Budget; the provision of agency services and the financial performance of government agencies and budgetary and financial issues and reforms as they arise.

In the context of the selection criteria, to be successful in the position applicants will have:—a high level of financial analysis and accounting skills including knowledge of contemporary budget management; demonstrated ability to understand complex issues and identify possible solutions and high-level verbal and written communications skills.

Desirable Requirements:—Relevant tertiary, or industry recognised, qualifications and affiliations are highly desirable.

Enquiries to Michael Reynolds, Director, Budget Management Branch, Department of Treasury and Finance, phone (03) 6233 2234, email michael.reynolds@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) 6233 3483, fax (03) 6233 3851, email recruitment@treasury.tas.gov.au.

Applications MUST address the selection criteria outlined in the Statement of Duties. Statement of Duties and Job Kits are available on the internet at www.jobs.tas.gov.au or alternatively by phoning Melissa Webster on (03) 6233 3483.

TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

Liquor and Gaming Branch

Technical Officer (723761).

Applications Close:—Friday, 9 January 2009.

Salary:—\$51,504–\$57,221 per annum.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time until 30 June 2010.

Location:—Hobart.

Duties:—In the context of the selection criteria, to be successful in the position applicants will provide assistance with the evaluation, implementation and operation of gaming devices, gaming and systems used in all forms of gaming, including interactive gaming and wagering activities and operation of betting exchanges; provide technical advice in relation to the establishment and maintenance of effective systems used in all forms of gaming; provide assistance including technical advice to the Tasmanian Gaming Commission and its staff with regard to the evaluation, implementation, operation and effective maintenance of gaming devices, gaming equipment and gaming systems used in all forms of gaming; assist in undertaking systems audits and ensuring compliance with the Tasmanian Gaming Commissions requirements and contribute to the tender process and contracts for the testing of gaming equipment and systems.

Enquiries to Glenn Gibson, Manager, Technical and Systems Audit, Liquor and Gaming Branch, Department of Treasury and Finance, phone (03) 6233 4563, email glenn.gibson@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) 6233 3483, fax (03) 6233 3851, email recruitment@treasury.tas.gov.au.

Applications MUST address the selection criteria outlined in the Statement of Duties. Statement of Duties and Job Kits are available on the internet at www.jobs.tas.gov.au or alternatively by phoning Melissa Webster on (03) 6233 3483.

WHOLE OF GOVERNMENT PROGRAMMES

TASMANIAN STATE SERVICE

People with Disabilities Fixed-term Employment Registers.

Applications Close:—Sunday, 11 December 2011.

Salary:—See Below.

Vacancy No. Various.

Register.

Location:—Statewide.

The State Service is an equal opportunity employer providing a workplace that is free from discrimination and utilising the diversity of the community it serves.

The following organisations have been approved to establish and manage fixed term employment registers on behalf of the State Service for the purpose of providing additional opportunities for people with disabilities seeking employment:—

WISE Employment.

CRS Australia.

Access Employment.

CHOICE Employment.

Blueline Employment.

Anglicare Employment Service.

Fixed-term vacancies up to 12 months in duration for positions classified up to and including Band 4-R2-A (or its equivalent) may be filled by Agencies using an approved register.

Salary and Conditions of Employment:—Applicants who are successful in securing work in the State Service will be paid in accordance with the relevant award/agreement and will be entitled to conditions of employment under the State Service Act 2000 and State Service Regulations 2001.

Eligibility:—The registers are open to people with a disability, as defined in the Disability Services Act 1992. This includes with a disability:—

- attributable to an intellectual, psychiatric, sensory or physical impairment or a combination of those impairments; and which is.
- permanent or likely to be permanent; and which.
- results in a substantially reduced capacity of a person for communication, learning or mobility, the need for continuing support services and which may or may not be chronic or episodic in nature.

It covers people with intellectual, psychiatric, sensory or physical impairments, as well as individuals with cognitive impairments who fall within the equivalent Commonwealth legislation.

Persons who have a disability and have been assessed by Centrelink as requiring specialist employment assistance and referred to any of the above legislation will also be eligible to participate.

Selection from the Register: Following identification of a suitable vacancy, a State Service Agency may contact any of the approved organisations to source a field of applicants for selection on the basis of merit. The selection process may involve formal interviews.

Organisation:—

WISE Employment.

83 Brisbane Street.

Hobart Tas 7000.

Email: CHooper@wiseemployment.com.au.

Telephone: (03) 6234 5055.

CRS Australia.
GPO Box 1291.
Hobart Tas 7001.
Email: teresa.bird@crsaustralia.gov.au.
Telephone: (03) 6245 8350.

Access Employment.
64 Burnett Street.
North Hobart 7000.
Email: access@hss.org.au.
Telephone: (03) 6234 8908.

Ability Employment.
PO Box 3113 MDC.
Burnie Tas 7320.
Email: jobs@abilityemployment.com.au.
Telephone: 1300 783 448 (Burnie).
1300 736 433 (Devonport).

CHOICE Employment.
PO Box 418.
Launceston Tas 7250.
Email: choice@choiceemployment.com.au.
Telephone: (03) 6337 9966.

Blueline Employment.
162 Macquarie Street.
Hobart Tas 7000.
Email: kate.s@ble.org.au.
Telephone: (03) 6223 2622.

Anglicare Employment Service.
GPO Box 1620.
Hobart Tas 7001.
Email: j.maginnis@anglicare-tas.org.au.
Telephone: (03) 6234 3510.

For further information contact the Public Sector Management Office, Department of Premier and Cabinet, G.P.O. Box 123, Hobart 7001, Telephone (03) 6233 3281.

Tasmanian Government Senior Executive Service

ECONOMIC DEVELOPMENT AND TOURISM

INDUSTRY DEVELOPMENT DIVISION

Antarctic Tasmania

ACAP Executive Secretary (424955).

Applications Close:—Monday, 29 December 2008.

Salary:—\$114,167–\$125,584 per annum.

Senior Executive, Level 2.

Fixed-term full-time up to 4 years.

Location:—Hobart.

Duties:—Applications are invited for the post of Executive Secretary in the Secretariat of the Agreement on the Conservation of Albatrosses and Petrels (ACAP). The ACAP Secretariat is an Intergovernmental Organization that supports the work of the Agreement in seeking to achieve and maintain a favorable conservation status for albatrosses and petrels. The Secretariat's Headquarters are located in Hobart Australia.

Enquiries to Marco Favero, Chair of the Advisory Committee, Agreement on the Conservation of Albatrosses and Petrels, email marco.favero@acap.aq.

Applications to Marco Favero, Chair of the Advisory Committee, Agreement on the Conservation of Albatrosses and Petrels, Department of Economic Development and Tourism, email marco.favero@acap.aq.

Applications must address the selection criteria outlined in the Statement of Duties.

Staff Movements

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Clerk	M Henry	05.12.08
Health & Human Services	Domestic Assistant	S. Camiller	27.12.08
Health & Human Services	Support Worker	D. Cox	08.12.08
Health & Human Services	Staff Specialist - Nephrologist	R. Fassett	05.12.08
Health & Human Services	Laundry Hand/Cleaner	P. Bissett	05.12.08
Health & Human Services	Enrolled Nurse - Physiotherapy	J Wescombe	28.11.08
Health & Human Services	Senior IT Officer	A Cerny	05.12.08
Health & Human Services	Registered Nurse	G. Williams	02.12.08
Health & Human Services	Clinical Nurse	S. Stringer	18.11.08
Health & Human Services	Team Leader - Response	W. Beveridge	10.12.08
Primary Industries & Water	Technical Officer	F Beuermann	12.12.08

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Education	Pathway Planning Officer	T Dunstan	6 months	11.12.08
Education	Pathway Planning Officer	D Rusden	6 months	11.12.08
Education	Pathway Planning Officer	N Dahl	6 months	11.12.08
Education	Pathway Planning Officer	K Fitzallen	6 months	11.12.08
Education	AST	K Wells	12 months	08.12.08
Education	Records Officer	S Marshall	6 months	08.12.08
Education	Clerk	S Anderson	6 months	11.12.08
Education	Training Operations Officer	A Broughton	6 months	08.12.08
Education	School Attendant	M Wicks	6 months	08.12.08
Education	School Attendant	M Smith	6 months	11.12.08
Environment, Parks, Heritage & the Arts	Administrative Assistant	J. Cane	6 months	08.12.08
Environment, Parks, Heritage & the Arts	Administration and Facilities Officer	P. Absolom	6 months	10.12.08
Environment, Parks, Heritage & the Arts	Senior Scientific Officer	C. Kuchinke	6 months	15.12.08
Environment, Parks, Heritage & the Arts	Administrative Assistant	L. Morris	3 months	08.12.08
Health & Human Services	State Manager Orthotic & Prosthetic Services Tasmania	R. Dyson-Holland	6 months	15.12.08
Health & Human Services	Administrative Assistant	V Barnett	6 months	04.12.08
Health & Human Services	Case Worker	M. Baker	6 months	08.12.08
Health & Human Services	Team Leader- Family Violence Service (Adult Prg)	E.Clark	6 months	09.12.08
Health & Human Services	Administrative Coordinator	M.Jablonski	6 months	06.01.09
Health & Human Services	Registered Nurse	J. Neikamp	6 Months	11.01.09
Health & Human Services	Registered Nurse	K. Wright	6 months	11.01.09
Health & Human Services	Enrolled Nurse	S. Hume	6 Months	28.12.08
Health & Human Services	Administrative Assistant	T. Walker	6 Months	05.01.09
Health & Human Services	Community FCH Nurse	D. Ling	6 Months	11.12.08
Infrastructure, Energy & Resources	Racing Clerk	S. Johnston	6 months	15.12.08
Police & Emergency Management	Records Officer	M. Wilson	6 months	10.12.08
Primary Industries & Water	Client Service Officer	V. Loizou	6 months	08.12.08
Treasury & Finance	Administrative Officer	D. Mesilane	6 months	08.12.08
Treasury & Finance	Senior Budget Analyst	G. Paritcheva	6 months	10.12.08
Treasury & Finance	Specialist Business Analyst	N. Merse	6 months	15.12.08

Fixed-term Appointments of Greater than 12 Months

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect</i>
Primary Industries & Water	Occupational Health and Safety Adviser	R. Jones	23 months	15.11.07
Primary Industries & Water	GIS Officer (TVMMP)	W.Smith	16 months	31.01.08
Primary Industries & Water	Senior Water Management Officer	E.Bobenhause	24 months	16.01.08

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Education	S Newton	School Office Clerk	11.12.08
Education	A Morgan	Executive Officer Support Systems	11.12.08
Education	C Williams	Co-ordinator VET Statistics	11.12.08
Education	S Johnson	Pathway Planning Officer	11.12.08
Education	T Button	Pathway Planning Officer	11.12.08
Education	M Dolbey	Pathway Planning Officer	11.12.08
Education	J Moritz	Principal Educational Review Officer	29.11.08
Education	M Riseley	School Office Clerk	11.12.08
Education	S Douglas	Senior Audit Consultant	08.12.08
Education	L Davies	AST	11.12.08
Health & Human Services	B. Cooper	Clinical Nurse Consultant	03.01.09
Health & Human Services	L. Fletcher	Child Protection Worker	15.12.08
Health & Human Services	D. Chettle	Clinical Nurse	14.12.08
Health & Human Services	J. Austen	Nurse Unit Manager	22.12.08
Justice	G. Wailes	Management Accountant	15.12.08
Premier & Cabinet	R Kaye	Finance Officer	11.12.08
Primary Industries & Water	M. Henry	Manager (Corporate Finance Systems)	08.12.08
Primary Industries & Water	N. Cleary	Business Manager	15.12.08
Treasury & Finance	N. Thristan	Senior Human Resource Officer	11.12.08
Treasury & Finance	K. Holden	Revenue Officer	10.12.08

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Teacher	M Thorp	12.12.08
Education	Teacher	A Page	12.12.08
Education	Teacher	H Parkinson	10.12.08
Health & Human Services	Enrolled Nurse	A. Dodd	29.11.08
Health & Human Services	Community Nurse	J. Hayes	11.12.08
Justice	Assistant Crown Solicitor	A McElwee	10.12.08
Police & Emergency Management	Clerical Officer, Correspondence Office, Northern District	H. Ainsworth	29.05.09

Transfer of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services	Simon Arnold	Economic Development & Tourism	Manager Property & Procurement	08.01.09
Health & Human Services	C. Absolom	Economic Development & Tourism	Internal Auditor	15.12.08
Education	T Cowley	Education	Educational Review Officer	11.12.08

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