



TASMANIAN STATE SERVICE NOTICES

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All State Service employees and Officers are entitled to access to a copy of these Notices within 7 days of publication.

Vacancy notices and statements of duties are also available at:

www.jobs.tas.gov.au

If you do not obtain access, contact your supervisor.

Vacancies—General Information

The Government of Tasmania encourages and appreciates the benefits of a diverse workforce. Workplace Diversity and the State Service Principles are about making sure that everyone who works or wants to work in the Tasmanian State Service receives fair treatment.

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

All vacancies in this Gazette are normally only advertised once.

Tasmanian Government Gazettes are available for perusal at the Public Sector Management Office, 9th Floor, 144–148 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 16 days after the date of the Gazette in which the vacancy appears, unless otherwise stated.

Late applications may be accepted at the discretion of the Head of Agency but this will only apply in exceptional circumstances.

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.

Gazette

Copy can be faxed to Print Applied Technology Pty Ltd on (03) 6216 4294; or electronically mailed via EMAIL at govt.gazette@pat.tas.gov.au

Please Note:—All copy must be typed in Upper and Lower Case not ALL CAPS, if unsure please telephone (03) 6233 6110.

State Service Notices**Vacancy, Direct Selection and Staff Movement Notices**

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

Order Information

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

Deadlines

Government Gazette:—Copy must be received by Print Applied Technology Pty Ltd by **last mail or 4 p.m. Friday** prior to publication.

State Service Notices—Vacancy, Direct Selection and Staff Movement Notices:—Information is to be entered on the jobs system by **6 p.m. Friday** prior to publication. Telephone (03) 6233 6687.

These deadlines will be strictly adhered to.

**For subscription and account enquiries
please telephone (03) 6233 3148**

EDUCATION**CORPORATE SERVICES****Information and Technology Services****Information Support Services****RIMS Quality Assurance Officer (590088).**

Applications Close:—Friday, 7 March 2008.

Salary:—\$44,019–\$47,675 per annum.

Administrative and Clerical Employees Award, Level 4.

Permanent full-time.

Location:—Hobart.

Description of the Role:—Maintain and develop a prompt, efficient and equitable service to the Department in relation to the correct classification and quality review process for records and information management.

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.

Desirable Requirements:—Appropriate post secondary qualification and/or industry experience relevant to the position. At least four years experience in the delivery of records information services. A current drivers licence.

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 position numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Allegra Huxtable, Department of Education, phone (03) 6233 8739, email allegra.huxtable@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, 116 Bathurst Street, Hobart, 7000, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION**LEARNING SERVICES****Learning Services (North)****East Launceston Cluster****Queechy High School****Laboratory Technician—2 Vacancies.**

Applications Close:—Friday, 7 March 2008.

Salary:—\$38,927–\$45,854 per annum.

Technical Employees Award, Level 2.

Vacancy No. 203897.

Permanent full-time.

Location:—Queechy High School.

Vacancy No. 981202.

Permanent part-time 55 hours per fortnight 52 weeks per year.

Location:—Queechy High School.

Description of the Role:—Provide technical support to a school or college's science unit and undertake associated administrative duties.

Essential Requirements:—An Associate Diploma in Laboratory Technology from a recognised TAFE institution, or an equivalent qualification, appropriate to the nature of the work.

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.

Desirable Requirements:—Post secondary studies in the fields of science and/or technology.

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 position numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Liz Wilson, Department of Education, phone (03) 6341 4455, email liz.wilson@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, 116 Bathurst Street, Hobart, 7000, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION
LEARNING SERVICES
Learning Services (South)
Glenorchy Cluster

Principal (953142).

Applications Close:—Friday, 7 March 2008.

Salary:—\$78,761 per annum.

Teaching Service (TPS) Award, Band 3, Level 2.

Permanent full-time.

Location:—Goodwood Primary School and Timsbury Road Special School.

Description of the Role:—To lead and direct the educational programme and administration of a school/ college in accordance with appropriate Acts, Regulations and guidelines.

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

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

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.

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

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 position numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Brendan Kelly, Department of Education, phone (03) 6212 3532, email brendan.kelly@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, 116 Bathurst Street, Hobart, 7000, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION
LEARNING SERVICES
Learning Services (South)
Glenorchy Cluster
Mount Faulkner Primary School

School Executive Officer (954806).

Applications Close:—Friday, 7 March 2008.

Salary:—\$44,019–\$47,675 per annum.

Administrative and Clerical Employees Award, Level 4.

Permanent full-time.

Location:—Mount Faulkner Primary School.

Description of the Role:—Administration of a school office including accounting for funds and undertaking clerical/ administrative and keyboard functions.

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 201 with a statement addressing the selection criteria and 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 position numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Jenny Leppard, Department of Education, phone 0439 044 103, email jenny.leppard@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, 116 Bathurst Street, Hobart, 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION
LEARNING SERVICES
Learning Services (South)
Hobart Cluster
Ogilvie High School

School Office Clerk (958191).

Applications Close:—Friday, 7 March 2008.

Salary:—\$38,927–\$42,233 pro rata.

Administrative and Clerical Employees Award, Level 3.

Permanent part-time 50 hours per fortnight 40 weeks per year.

Location:—Ogilvie High School.

Description of the Role:—To provide general clerical and administrative support in the school/college office, including client service, maintenance of the School Administration and Accounting System database, records management, word processing and other duties as required.

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 position numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Maree Voss, Department of Education, phone (03) 6228 8800, email maree.voss@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, 116 Bathurst Street, Hobart, 7000, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (South)

Huon Cluster

Franklin Primary School

Principal (204151).

Applications Close:—Friday, 7 March 2008.

Salary:—\$78,761 per annum.

Teaching Service (TPS) Award, Band 3, Level 2.

Permanent full-time.

Location:—Franklin Primary School.

Description of the Role:—To lead and direct the educational programme and administration of a school/ college in accordance with appropriate Acts, Regulations and guidelines.

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

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

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.

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

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 position numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Paul Woodham, Department of Education, phone (03) 6233 4574, email paul.woodham@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, 116 Bathurst Street, Hobart, 7000, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (South-East)

Midlands South Cluster

Levendale Primary School

School Attendant Cleaning and Grounds (953413).

Applications Close:—Friday, 7 March 2008.

Salary:—\$33,637 pro rata.

Miscellaneous Workers (Public Sector) Award, School Attendant, Level 2.

Permanent part-time 20 hours cleaning and 30 hours grounds pro fortnight.

Location:—Levendale Primary School.

Description of the Role:—Under supervision perform various facets of the school attendant position which may involve cleaning, grounds keeping, kitchen assistant duties and basic maintenance of school facilities to a hygienic, safe and presentable level.

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 201 with a statement addressing the selection criteria and 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 position numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Amanda Druce, Department of Education, phone (03) 6254 6133, email amanda.druce@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, 116 Bathurst Street, Hobart, 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

REFERENCE AND ONLINE SERVICES

Senior Manager, Reference and Online Services (650101).

Applications Close:—Friday, 7 March 2008.

Salary:—\$93,050 per annum.

Professional Employees Award, Level 5.

Permanent full-time.

Location:—State Library of Tasmania, Hobart.

Description of the Role:—Manage, direct and co-ordinate a specified branch of the State Library including the development, co-ordination and implementation of associated Statewide policies.

Essential Requirements:—Degree or diploma in Librarianship or information studies at a recognised university or college of advanced education or a post graduate diploma in librarianship or information studies. Eligibility for admission to Associate membership of the Australian Library and Information Association (ALIA) and at least four years practical experience as a librarian. 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 position numbers on the

Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

For a copy of the Statement of Duties please contact Maxine Turner, phone (03) 6233 7465, email maxine.turner@education.tas.gov.au.

Enquiries to Siobhan Gaskell, Department of Education, phone (03) 6233 7527, email siobhan.gaskell@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, 116 Bathurst Street, Hobart, 7000, phone (03) 6233 7101, email recruitment@education.tas.gov.au.

HEALTH AND HUMAN SERVICES

ACUTE HEALTH SERVICES

Launceston General Hospital

Clerical Officer (512459).

Applications Close:—Friday, 7 March 2008.

Salary:—\$38,464–\$41,681 per annum.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream, Level 3.

Permanent full-time day worker.

Location:—Nursing Services, Nursing Information.

Duties:—To provide an efficient and effective clerical, administration and reception support in the Nursing Information Office, with functions undertaken under general direction, based on established procedures and practices.

Desirable Requirements:—Ability to organise and prioritise workflow unsupervised according to demand. Ability to perform administrative and clerical duties with accuracy and precision. Well developed computer skills including demonstrable competence with the rostering software utilized by the Launceston General Hospital or the ability to acquire such skills.

Enquiries to Robyn Liddington, Department of Health and Human Services, phone (03) 6348 7903, email robyn.liddington@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: Organisational Design and Recruitment, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

COMMUNITY HEALTH SERVICES

Community Health Reform Unit

Project Officer, Partners in Health (517526).

Applications Close:—Friday, 7 March 2008.

Salary:—\$70,573–\$72,385 per annum.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream, Level 9.

Fixed-term full-time day work for a period of 2 years.

Location:—34 Davey Street, Hobart.

Duties:—The Project Officer will provide high level advice, analysis and expertise in relation to the aims and activities associated with the Partners in Health agreement between the University of Tasmania (UTas) Faculty of Health Science and the Department of Health and Human Services (DHHS). Participate in the development of relevant policy and projects relating to implementation of Tasmania's Health Plan and

the Faculty of Health Science strategic agenda, including preparation of briefings and options papers. Provide linkage between Partners in Health and Health priority initiatives of the University of Tasmania and Tasmanian Government Partnership Agreement.

Desirable Requirements:—Extensive knowledge and experience in relation to health workforce issues, including specific knowledge of Partners in Health, Tasmania's Health Plan and the Faculty of Health Science strategic agenda, or demonstrated ability to acquire such knowledge. High level experience in research and analysis, including health and higher education systems, models of health service integration and service evaluation. Knowledge of contemporary management practice, especially project management, change management and best practice.

Enquiries to Dr Elizabeth Shannon, Department of Health and Human Services, phone (03) 6233 3531, email elizabeth.shannon@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: Organisational Design and Recruitment, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart, Tasmania 7001.

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HEALTH AND HUMAN SERVICES

COMMUNITY HEALTH SERVICES

Mental Health Services

Psychogeriatric Liaison Officer—3 Vacancies.

Applications Close:—Friday, 7 March 2008.

Salary:—\$60,828–\$65,071 pro rata.

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

Vacancy No. 505140.

Fixed-term full-time day work, commencing as soon as possible until 30 June 2009.

Location:—Southern Area.

Vacancy No. 517398.

Fixed-term part-time day work, working 53.2 hours per fortnight, commencing as soon as possible until 30 June 2009.

Location:—Northern Area.

Vacancy No. 503106.

Fixed-term part-time day work, working 53.2 hours per fortnight, commencing as soon as possible until 30 June 2009.

Location:—North Western Area.

Duties:—The Dementia Behaviour Management Advisory Service Liaison role will provide a high level consultancy service in the field of Dementia Care for consumers with dementia and challenging behaviours to the Aged Care Assessment Teams, a range of service providers and to older people with dementia and their carers. Provide expert assessment support in the management and care of people with dementia in residential care services.

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. 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 Jackie Morling, Department of Health and Human Services, phone (03) 6230 7541, mobile 0419 395 170, email jackie.morling@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: Organisational Design and Recruitment, 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

COMMUNITY HEALTH SERVICES

Mental Health Services

South

Area Quality and Safety Officer (512324).

Applications Close:—Friday, 7 March 2008.

Salary:—\$70,573–\$72,385 per annum.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream, Level 9.

Permanent full-time day work.

Location:—Southern Area.

Duties:—The Quality Officer co-ordinates, promotes and evaluates the quality and safety and risk management agenda at the regional level, oversees the regional service review and accreditation process and works in collaboration with relevant other staff to implement an integrated quality and safety programme at the regional and state-wide level.

Desirable Requirements:—Relevant tertiary qualifications or related experience within this field.

Relevant knowledge of and commitment to continuous quality improvement and accreditation processes including risk management and the National Standards for Mental Health Services.

Possession of a high level of interpersonal, communication, mediation and conflict resolution skills and the ability to effectively liaise with a broad range of internal and external stakeholders.

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 Stewart Reed, Department of Health and Human Services, phone (03) 6230 7549, email stewart.reed@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: Organisational Design and Recruitment, 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

COMMUNITY HEALTH SERVICES

Oral Health

Dental Attendants—3 Vacancies.

Applications Close:—Friday, 7 March 2008.

Salary:—\$36,936–\$37,478 per annum.

Community and Health Services (Public Sector) Award, Operational Stream, Level 6.

Vacancy No. 501317.

Permanent full-time or part-time day work.

Location:—Oral Health Services South.

Vacancy No. 501380.

Permanent full-time or part-time day work.

Location:—Oral Health Services South.

Vacancy No. 516641.

Permanent full-time or part-time day work.

Location:—Oral Health Services South.

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

Desirable Requirements:—Expertise in, and significant knowledge of, Dental Attendant's clinical procedures, including current infection control practices, with a knowledge of current NHMRC Infection Control guidelines, OHS guidelines and appropriate legislation.

Ability to communicate effectively and work efficiently with members of the dental professions, clients and members of the public.

Knowledge of Oral Health Service procedures, techniques and policies or the ability to quickly acquire such.

Enquiries to Toni Menzie, Department of Health and Human Services, phone (03) 6214 5401, email toni.menzie@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: Organisational Design and Recruitment, 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

COMMUNITY HEALTH SERVICES

Oral Health

Dental Technician (517364).

Applications Close:—Friday, 7 March 2008.

Salary:—\$38,464–\$45,244 per annum.

Community and Health Services (Public Sector) Award, Technical Stream, Level 2.

Permanent full-time day work.

Location:—Oral Health Services South.

Duties:—To work within a dental team to provide an efficient, effective, quality prosthetic service.

Essential Requirements:—Satisfactory completion of Certificate Level IV in Dental Technology or equivalent.

Enquiries to Toni Menzie, Department of Health and Human Services, phone (03) 6214 5401, email toni.menzie@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: Organisational Design and Recruitment, 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

COMMUNITY HEALTH SERVICES

Population Health

Population and Health Priorities

Policy and Programme Officer, Men's Health (517530).

Applications Close:—Friday, 7 March 2008.

Salary:—\$63,340–\$66,962 per annum.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream, Level 8.

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

Location:—3/25 Argyle Street, Hobart.

Duties:—As a member of the Population and Health Priorities Unit, co-ordinate men's health activity around the State and facilitate the development, implementation and evaluation of men's health initiatives, policies and programmes to maximise the health and wellbeing of the Tasmanian population and progress state and national priorities. Work across the Population Health Priorities, other DHHS service areas, the community sector and the private sector to ensure policy approaches are relevant to Tasmanian men.

Desirable Requirements:—Demonstrated knowledge and understanding of issues, including cultural and health determinants, that have an impact on the health and wellbeing of population groups and the ability to apply this knowledge to the development of appropriate health policy responses.

High level interpersonal, communication, collaboration, negotiation and conflict resolution skills and the ability to work as part of a team.

Demonstrated skills and experience in planning, developing, implementing, evaluating and reporting on population health/health promotion programmes.

Enquiries to Morven Andrews, Department of Health and Human Services, phone (03) 6222 7205, email morven.andrews@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: Organisational Design and Recruitment, 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

COMMUNITY HEALTH SERVICES

Primary Health

Palliative Care

Clinical Nurse (505588).

Applications Close:—Friday, 7 March 2008.

Salary:—\$60,828–\$65,071 pro rata.

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

Fixed-term part-time shift work (fully rotational) commencing as soon as possible until 14 February 2009.

Location:—J W Whittle Palliative Care Unit.

Duties:—In accordance with agency policy and legal requirements, the Palliative Care Clinical Nurse assists with planning, co-ordinating and evaluation of service provision

to palliative care clients and their families. Provides clinical leadership in all aspects of Primary Health Care and collaborates with the members of the health care team in providing palliative care knowledge and co-ordination of care. Acts as a clinical resource for issues relating to client care management and management support. The nursing practice will reflect a specialist interdisciplinary team approach.

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 Sheila Campbell, Department of Health and Human Services, phone (03) 6220 2400, email sheila.campbell@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: Organisational Design and Recruitment, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart, Tasmania 7001.

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HEALTH AND HUMAN SERVICES

COMMUNITY HEALTH SERVICES

Primary Health

Planning and Performance Unit

Planning and Project Officer (511459).

Applications Close:—Friday, 7 March 2008.

Salary:—\$63,340–\$66,962 per annum.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream, Level 8.

Permanent full-time daywork.

Location:—Planning and Performance Unit, Launceston.

Duties:—The Senior Planning, Policy and Projects Officer will provide consultancy services in primary health service planning and development, project management and policy development including the development of high quality planning processes within Primary Health, development and implementation of service initiatives, review of policies and co-ordinating, supporting and managing Primary Health projects as required.

Desirable Requirements:—Comprehensive knowledge of contemporary primary health care issues, Agency policies and programmes. Demonstrated knowledge of and experience in contemporary project management practice, including resource and change management, best practice and the capacity to exercise sound judgment in resolving day-to-day issues. Demonstrated high level of strategic, conceptual, analytical, research and creative skills including the ability to understand and work effectively within the changeable political, social and organisational environment.

Enquiries to Ian Bell, Department of Health and Human Services, phone (03) 6336 5505, email ian.j.bell@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: Organisational Design and Recruitment, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

COMMUNITY HEALTH SERVICES

Primary Health

Planning and Performance Unit

Quality Improvement Nurse Consultant (515344).

Applications Close:—Friday, 7 March 2008.

Salary:—\$69,869–\$74,792 per annum.

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

Permanent full-time day work.

Location:—Statewide.

Duties:—In accordance with Agency policies and statutory requirements provide leadership, and co-ordinate the development, implementation and evaluation of quality improvement and safety activities within Primary Health. Provide advice to the Director of Nursing, Primary Health on a broad range of issues relating to quality improvement, including the development of procedures and protocols, planning, service development and performance reporting.

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

Enquiries to Gina Butler, Department of Health and Human Services, phone (03) 63365491, email gina.butler@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: Organisational Design and Recruitment, Human Resources, G.P.O. Box 125, Hobart 7001.

HEALTH AND HUMAN SERVICES

COMMUNITY HEALTH SERVICES

Primary Health

South

Community Podiatrist (505512).

Applications Close:—Friday, 7 March 2008.

Salary:—\$42,638–\$68,410 per annum.

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

Permanent full-time day work.

Location:—Southern Area.

Duties:—Provide a high standard of Podiatric service to community clients in Tasmania. Work with other service providers in the local community to enable an early intervention, assessment and support programme for the relevant district/s. Participate as a member in the continued development of State-wide Community Podiatry.

Essential Requirements:—Degree or Diploma from a recognised tertiary institution and registered or eligible for registration by the Tasmanian Podiatrist Registration Board.

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 Helen Burnet, Department of Health and Human Services, phone (03) 6222 8601, mobile 0417 284 267, email helen.burnet@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: Organisational Design and Recruitment, 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

COMMUNITY HEALTH SERVICES

Primary Health

South

Deputy Manager Physiotherapy (513438).

Applications Close:—Friday, 7 March 2008.

Salary:—\$75,155–\$83,123 per annum.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Level 4.

Permanent full-time day work.

Location:—Southern Area.

Duties:—Participate as a senior member of the management team at the Community Rehabilitation Unit, Southern Tasmania (CRU) and in the wider community in southern Tasmania with the provision of strategic direction, leadership and the design, operation and evaluation of rehabilitation and physiotherapy services provided by the Unit.

Essential Requirements:—Current registration as a Physiotherapist in Tasmania in accordance with the Physiotherapists Registration Act 1999.

Enquiries to Kathy O'Dea, Department of Health and Human Services, phone (03) 6222 7209, email kathy.o'dea@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: Organisational Design and Recruitment, 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

COMMUNITY HEALTH SERVICES

Primary Health

South

Finance Officer (505863).

Applications Close:—Friday, 7 March 2008.

Salary:—\$52,481–\$54,291 per annum.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream, Level 6.

Permanent full-time day work.

Location:—34 Davey Street, Hobart.

Duties:—The Finance Officer will manage the financial, human and material resources of the Home and Community Care (HACC) Community Fees Unit within the Business Support Unit of Primary Health.

Desirable Requirements:—Well developed ability to work individually, and as a member of a team and a proven ability to be adaptable and flexible to achieve the best results in an environment of change, ambiguity and pressure. High level interpersonal skills including communication, negotiation,

conflict resolution and group facilitation skills. Ability to research, interpret and analyse information and to recommend appropriate action. Ability to prepare high level correspondence and reports. An understanding of the political, social and organisational environment in which the Agency operates. Experience with computer systems and skills in respect to financial information systems, including the preparation of financial reports. Enquiries to Daniel Longstaff, Department of Health and Human Services, phone (03) 6336 5596, email dan.longstaff@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: Organisational Design and Recruitment, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart, Tasmania 7001.

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HEALTH AND HUMAN SERVICES

COMMUNITY HEALTH SERVICES

Primary Health

South

Rehabilitation Co-ordinator (513435).

Applications Close:—Friday, 7 March 2008.

Salary:—\$69,312 per annum.

Nurses (TPS) Award, Clinical Nurse Specialist.

Permanent full-time day work.

Location:—Southern Area.

Duties:—Establish and maintain an identifiable point of information and referral for the Community Rehabilitation Unit, Southern Tasmania and to act as a resource for consumers and health and community workers in relation to accessing services and information across the continuum of rehabilitation care. Provide clinical leadership in rehabilitation nursing and oversee best practice nursing standards in the Unit.

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

Enquiries to Kathy O'Dea, Department of Health and Human Services, phone (03) 6222 7209, email kathy.odea@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: Organisational Design and Recruitment, 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

HUMAN SERVICES

Disability Services

Disability Officer (505841).

Applications Close:—Friday, 7 March 2008.

Salary:—\$38,464 per annum.

Community and Health Services (Public Sector) Award, Operational Stream, Level 7.

Fixed-term full-time Shift work, commencing 01 April 2008 until 01 April 2009.

Location:—Disability South.

Duties:—Provide supervision, effective support, education, training and advocate for people with disabilities. Ensure the safety and well being of clients by planning, implementing, monitoring and reviewing individual client programmes and services.

Desirable Requirements:—Satisfactory completion of Certificate 4 in Community Services and Health (Disability Work) or a qualification deemed equivalent, from a recognised academic/training organisation or progress towards attaining this qualification. Successful completion of medication training from a recognised training organisation. Experience in working with people with disabilities, families, services providers, advocates and other key stakeholders.

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 Karen Keogh, Department of Health and Human Services, phone (03) 6230 7600, email karen.keogh@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: Organisational Design and Recruitment, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart, Tasmania 7001. Please do not send applications to the contact.

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HEALTH AND HUMAN SERVICES

OFFICE OF THE SECRETARY

Executive and Portfolio Services

Senior Executive Support Officer (516485).

Applications Close:—Friday, 7 March 2008.

Salary:—\$56,101–\$59,721 per annum.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream, Level 7.

Permanent full-time day work.

Location:—Hobart.

Duties:—Ensure a comprehensive level of executive assistance and administrative and secretarial support to the Office of the Secretary including management of information systems, investigations, research, and provision of advice.

Desirable Requirements:—Demonstrated capacity to manage the office of a senior executive, including the ability to work effectively and flexibly, set priorities, meet deadlines, work effectively under pressure and manage variable workloads. High level communication skills, both written and oral, with the ability to handle sensitive situations with diplomacy, the ability to elicit and impart information in a short time frame, and the ability to respond quickly and efficiently to requests for information and advice. Highly developed administrative and information management skills, in particular the ability to effectively use a range of software products, with proven experience in the development and maintenance of information systems.

Enquiries to Sharon Trueman, Department of Health and Human Services, phone (03) 6233 3761, email sharon.trueman@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: Organisational Design and Recruitment, Human Resources, G.P.O. Box 125, Hobart 7001.

HEALTH AND HUMAN SERVICES

SHARED SERVICES

*Facilities Management***Manager Major Projects (500668).**

Applications Close:—Friday, 7 March 2008.

Salary:—\$85,057 per annum.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream, Level 12.

Permanent full-time day work.

Location:—Hobart.

Duties:—As a senior member of Facilities Management co-ordinate and deliver major projects. Provide high level project management and authoritative advice to ensure the development and delivery of a complex capital works programme that spans all aspects of the health sector.

Desirable Requirements:—Extensive experience in the effective development and management of a programme of complex capital works projects, requiring a high level of problem solving ability and at least 5 years professional experience in a discipline related to the construction industry. Extensive knowledge of contemporary project and contract management practices and techniques, including managing the interface with clients and user groups and the direction and co-ordination of consultants and contractors and with specific knowledge and experience in quality systems, value management, performance management including performance based contracting, risk management, economic analysis and financial reporting. High level strategic, conceptual, analytical and creative skills including an ability to understand the political, social and organisational environment and to identify and resolve relevant issues.

Enquiries to Peter Alexander, Department of Health and Human Services, phone (03) 62336012, email peter.alexander@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: Organisational Design and Recruitment, Human Resources, G.P.O. Box 125, Hobart 7001.

HEALTH AND HUMAN SERVICES

SHARED SERVICES

*Information Services***PAS Site Project Consultant AHS (517520).**

Applications Close:—Friday, 7 March 2008.

Salary:—\$63,340–\$66,962 per annum.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream, Level 8.

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

Location:—Launceston.

Duties:—The PAS Site Project Consultant (AHS) will assist and support the Project Manager in the planning, co-ordination and delivery of project activities and outputs associated with the implementation of a new Patient Administration System (PAS) within Acute Health Services (Launceston General Hospital, North West Regional Hospital and Royal Hobart Hospital).

Desirable Requirements:—Sound knowledge and understanding of the complex environment of hospitals and health service delivery and the impact of major initiatives, including information system initiatives, in this environment. High-level communication and interpersonal skills including the ability to consult, negotiate, resolve conflicts and solve problems with stakeholders, the ability to effectively represent the project and to clearly and concisely communicate concepts to stakeholders. Demonstrated management/supervisory skills

including the ability to plan, co-ordinate and be responsible for several concurrent activities whilst working in an environment subject to tight time frames.

Enquiries to Helen Bridgman, Department of Health and Human Services, phone (03) 62332103, email helen.bridgman@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: Organisational Design and Recruitment, Human Resources, G.P.O. Box 125, Hobart 7001.

HEALTH AND HUMAN SERVICES

SHARED SERVICES

*Information Services***PAS Site Project Consultant CHS (517519).**

Applications Close:—Friday, 7 March 2008.

Salary:—\$70,573–\$72,385 per annum.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream, Level 9.

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

Location:—Launceston.

Duties:—The PAS Site Project Consultant (CHS) will support the PAS Project Manager by managing, planning, co-ordinating and delivering project activities and outputs associated with the implementation of a new statewide Patient Administration System (PAS) in Community Health Services (in those sites providing admitted care services).

Desirable Requirements:—Sound knowledge and understanding of health service delivery in particular the interface between Acute Health and Community Health services and the impact of major initiatives, including information system initiatives, in this environment and the ability to facilitate and support business process change. High-level communication and interpersonal skills including the ability to consult, negotiate, resolve conflicts and solve problems with stakeholders; the ability to effectively represent the project, to clearly and concisely communicate concepts to stakeholders. Well developed written communication skills including experience in the preparation of training manuals, resources and materials.

Enquiries to Pam Taylor, Department of Health and Human Services, phone (03) 6233 2073, email pam.taylor@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: Organisational Design and Recruitment, Human Resources, G.P.O. Box 125, Hobart 7001.

INFRASTRUCTURE, ENERGY AND RESOURCES

ROADS AND TRAFFIC

*Programming and Delivery***Senior Project Officer (372044).**

Applications Close:—Friday, 7 March 2008.

Salary:—\$76,763 per annum.

Administrative and Clerical Employees Award, Level 10.

Permanent full-time.

Location:—Hobart.

Duties:—Assist the Manager Business Services to build the Branch's capability and its capacity to continue to deliver the Capital Investment Programme by developing and managing Branch-wide programmes, projects and initiatives with a continuous improvement focus.

Enquiries to Martin Crane, Acting Manager Business

Services, Department of Infrastructure, Energy and Resources, phone (03) 6233 2444, email martin.crane@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 5004, fax (03) 6233 5337, email hr@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. A Job Kit and Statement of Duties may be obtained at www.jobs.tas.gov.au or by contacting Ellie Conway on (03) 6233 5004 or hr@dier.tas.gov.au.

JUSTICE

WORKCOVER

Senior Research and Projects Officer (WITHDRAWN) (355800).

Applications Close:—Friday, 7 March 2008.

Salary:—\$64,096–\$67,714 per annum.

Administrative and Clerical Employees Award, Level 8.
Permanent full-time (part-time negotiable).

Location:—Rosny.

Duties:—Research, analyse and provide advice regarding policy options in relation to the operation of WorkCover Tasmania, including the areas of worker's compensation and occupational health and safety. Prepare associated reports, proposal and recommendations for the Board. Manage and monitor long-term projects for WorkCover Tasmania.

Enquiries to Ray Pickett, Manager Scheme Improvement, WorkCover, Department of Justice, phone (03) 6233 2655, email Ray.Pickett@justice.tas.gov.au.

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

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Wayne Johnson on (03) 6233 7512.

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

WORKPLACE STANDARDS TASMANIA

Communications Consultant (356051).

Applications Close:—Friday, 7 March 2008.

Salary:—\$56,854–\$60,476 pro rata.

Administrative and Clerical Employees Award, Level 7.
Permanent part-time working 44.10 hours per fortnight.

Location:—Rosny.

Duties:—Implement and co-ordinate Workplace Standard Tasmania's external media strategy, including developing divisional media protocols and policies, seeking and co-ordinating news stories from divisional staff and building relationships with external stakeholders such as employer groups, unions, media and other organisations.

Desirable Requirements:—Highly developed written

communication skills including the proven ability to write and edit material of a high standard suitable for publication and the proven ability to write clear, concise and accurate material, such as speeches, media releases, briefings and promotional material. A degree or tertiary qualification in a relevant discipline.

Enquiries to Wayne Johnson, Manager Policy and Planning, Workplace Standards Tasmania, Department of Justice, phone (03) 6233 7512, email wayne.johnson@justice.tas.gov.au.

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

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Wayne Johnson on (03) 6233 7512.

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.

POLICE AND EMERGENCY MANAGEMENT

CORPORATE SERVICES

Financial Management Services

Manager, Budget and Financial Systems (002942).

Applications Close:—Friday, 7 March 2008.

Salary:—\$76,763 per annum.

Administrative and Clerical Employees Award, Level 10.

Permanent full-time.

Location:—Hobart.

Duties:—Undertake planning, development and implementation of budgetary processes and financial management information systems within the Department to support the efficient and effective financial management operations.

Desirable Requirements:—To have a degree in Commerce, Economics, Business or similar and to have membership of an accounting body is highly desirable.

Enquiries to Ms Michelle Searle, Manager, Financial Management Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart 7001, phone (03) 6230 2360, email michelle.searle@police.tas.gov.au.

Applications to Co-ordinator, Employment Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart 7001, phone (03) 6230 2266, fax (03) 6230 2119.

POLICE AND EMERGENCY MANAGEMENT

TASMANIA FIRE SERVICE

Community Fire Safety

Consultant Building Safety (520374).

Applications Close:—Friday, 7 March 2008.

Salary:—\$67,009 per annum.

Tasmania Fire Fighting Industry Employees Award 2000, Station Officer.

Permanent full-time.

Location:—North West Region.

Duties:—To improve fire safety in buildings by reporting and advising on the adequacy of fire protection measures in accordance with legislation, codes, standards and risk management principles.

Essential Requirements:—Hold Tasmanian Fire Fighting Industry Employees Award qualifications or equivalent for promotion to the classification of Station Officer.

These qualifications require the acquisition of competencies at levels up to and including Leading Firefighter and evidence of current competence for those competencies.

Desirable Requirements:—Hold appropriate qualifications and/or experience in fire engineering, building surveying, building inspection or similar field.

Meet the medical requirements of the Tasmania Fire Service, have a high standard of health and fitness, able to work at heights or in confined spaces, experience in working within a fire service and hold a current driver's licence with 'MR' endorsement.

To be considered for an interview an applicant must address each of the selection criteria outlined in the Statement of Duties. An Application for Employment is to be completed and forwarded with your application. Each applicant is requested to provide three copies of their application. Statement of Duties including selection criteria and Application for Employment form is available from John Streets on (03) 6434 6720 or from www.jobs.tas.gov.au.

Enquires to John streets on (03) 6434 6720. Applications to Tasmania Fire Service, GPO. Box 1526, Hobart, 7001 or fax (03) 6234 6647 or email fire@fire.tas.gov.au.

PREMIER AND CABINET

CORPORATE SERVICES DIVISION

Information Systems Branch

Computer Support Officer, Web Sites (001033).

Applications Close:—Friday, 7 March 2008.

Salary:—\$38,927–\$51,357 per annum.

Administrative and Clerical Employees Award, Computer Systems Officer, Level 1 (A and C, Level 3-5).

Permanent full-time.

Location:—Hobart.

Duties:—As a member of a small client focused team, assist the Web Site Manager to deliver technical and graphic design services and support for Agency web sites. This will include providing technical support for the Agency Content Management System and other key sites as well as delivering some graphic design services for both traditional printed products and Agency web sites.

Desirable Requirements:—Professional IT-related qualifications or progress towards qualifications gained through satisfactory completion of an appropriate course of study at a tertiary institution would be an advantage.

Enquiries to Ryan Morgan, Web Manager, Department of Premier and Cabinet, phone (03) 6233 4613, email Ryan.Morgan@dpac.tas.gov.au.

Applications to Darlene Svamvur, 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

CORPORATE SERVICES

Corporate Information Technology

Computer Systems Officer (702201).

Applications Close:—Friday, 7 March 2008.

Salary:—\$38,927–\$51,357 per annum.

Administrative and Clerical Employees Award, Computer Systems Officer Level 1 (A and C, Level 3-5).

Fixed-term full-time from as soon as possible for 12 months.

Location:—Hobart.

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

Duties:—To undertake information technology duties in one or more of the following areas: software development projects; technical support of computer systems; technical support of computer networks; client support; and consultancy and planning.

Desirable Requirements:—Appropriate qualifications at a tertiary level.

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

Enquiries to Lindon Flood, phone (03) 6233 7113, email lindon.flood@dpiw.tas.gov.au.

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

PRIMARY INDUSTRIES AND WATER

INFORMATION AND LAND SERVICES

Geospatial Infrastructure

Surveyor (701718).

Applications Close:—Friday, 7 March 2008.

Salary:—\$40,547–\$59,573 per annum.

Professional Employees Award, Level 1.

Permanent full-time.

Location:—Hobart.

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

Duties:—Provide professional support for the maintenance of Branch services, including providing Crown survey advice and Crown land surveys; and advise and assist the Chief Surveyor in the development and implementation of surveying and information policies, standards and programmes.

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

Appropriate Course of Study:—For the purpose of the previous section, an appropriate course of study is a degree in Surveying, Spatial Information Science or Geomatics or an equivalent qualification from a recognised tertiary institution.

Desirable Requirements:—Experience relevant to accreditation as a Land Surveyor under the provisions of the Surveyors Act 2002.

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

Enquiries to Peter Bakes, phone (03) 6233 2513, email peter.bakes@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 jonathan.horne@dpiw.tas.gov.au.

PRIMARY INDUSTRIES AND WATER

INFORMATION AND LAND SERVICES

*Service Tasmania Operations***Client Service Officer (702398).**

Applications Close:—Friday, 7 March 2008.

Salary:—\$40,547–\$44,938 per annum.

Administrative and Clerical Employees Award, Customer Service Officer (Level 3-3 to 4-2).

Permanent part-time for 29.4 hours per fortnight.

Location:—Burnie/North West.

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

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

Duties:—To provide accurate and efficient client focused services for a broad range of Government business transactions and information services on behalf of the three tiers of Government. These service delivery activities will include the accurate collection, receipt and reconciliation of monies and the provision of information.

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: crimes involving dishonesty.

Desirable Requirements:—12 months experience in a customer service environment, or clerical and administrative environment involving cash handling and reconciliation of monies and the use of current technology.

Enquiries to Lisa Cruse, phone (03) 6434 6482, email lisa.cruse@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 jonathan.horne@dpiw.tas.gov.au.

PRIMARY INDUSTRIES AND WATER

RESOURCE MANAGEMENT AND CONSERVATION

*Fox Eradication***Project Support Officer (702481).**

Applications Close:—Friday, 7 March 2008.

Salary:—\$49,523–\$51,357 per annum.

Administrative and Clerical Employees Award, Level 5.

Permanent full-time.

Location:—Prospect (Launceston).

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

Duties:—Provide support and assistance in the management, co-ordination and implementation of projects within the scope of the Fox Eradication Programme. Provide executive support to project committees and co-ordinate reporting and policy advice to the Minister. Liaise with internal and external stakeholders.

Desirable Requirements:—A relevant tertiary qualification. A current motor vehicle driver's licence.

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

Enquiries to Jodie Elmer, phone (03) 6336 5336, email jodie.elmer@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 jonathan.horne@dpiw.tas.gov.au.

PRIMARY INDUSTRIES AND WATER

WATER RESOURCES

*Water Development***Business Manager (Water Development Programme) (702740).**

Applications Close:—Friday, 7 March 2008.

Salary:—\$64,096–\$67,714 per annum.

Administrative and Clerical Employees Award, Level 8.

Permanent full-time.

Location:—Hobart.

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

Duties:—Support senior management of the Department's Water Development Programme in the delivery of Programme outputs in accordance with the Department's corporate policies and procedures. Provide high level advice and assistance to the General Manager and the Programme's management team on corporate management issues including the development and management of the Programme budget, managing and participating in the delivery of business and administrative services for the Programme and overseeing procurements and management of contracts.

Desirable Requirements:—Appropriate tertiary qualifications. A current motor vehicle drivers licence.

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

Enquiries to Anna Henricks, phone (03) 6233 9323, email anna.henricks@dpiw.tas.gov.au.

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

PRIMARY INDUSTRIES AND WATER

INLAND FISHERIES SERVICE

Fisheries Project Officer (702224).

Applications Close:—Friday, 7 March 2008.

Salary:—\$64,096–\$67,714 per annum.

Administrative and Clerical Employees Award, Level 8.

Permanent full-time.

Location:—New Norfolk.

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

Duties:—Contribute to the management, development and advancement of Inland Fisheries, including recreational fishing, commercial and native fisheries through conducting and managing specific projects on fisheries in inland waters, providing high level advice to the Executive and through enforcing the provisions of the Inland Fisheries Act 1995 and the Inland Fisheries Regulations 1996 and other relevant legislation.

Desirable Requirements:—A current motor vehicle driver's licence. A limited coxswains certificate or the experience and knowledge to readily obtain one.

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

Enquiries to Cindy Gillespie, phone (03) 6261 8065, email cindy.gillespie@ifs.tas.gov.au.

Applications to Cindy Gillespie, Executive Assistant, Inland Fisheries Service, Department of Primary Industries and Water, P.O. Box 575, New Norfolk, Tas, 7140, phone (03) 6261 8065, fax (03) 6261 8051, email cindy.gillespie@ifs.tas.gov.au.

TAFE TASMANIA
DRYSDALE INSTITUTE

Team Leader (Hospitality) (330108).

Applications Close:—Friday, 7 March 2008.

Salary:—\$73,787 per annum.

TAFE Teachers Award, Head of Department 1 (Team Leader).

Fixed-term full-time 3 April 2008 until 24 December 2008.

Location:—South.

An increased salary of \$7,735 may be negotiated in lieu of additional recreation leave entitlements available for the position.

Duties:—To facilitate the delivery of educational and training service programmes offered by TAFE Tasmania, motivate and lead teaching teams and participate as a member of the management team.

Required to manage, contribute to, and participate in the development and delivery of a range of general and specific innovative training programmes and services whilst undertaking management functions involving staff, resource allocation, monitoring, planning and student administration within a framework defined by the commercial objectives of TAFE Tasmania and with the demands of industry.

Desirable Requirements:—Relevant vocational qualifications, ie an appropriate tertiary qualification and/or industry/ professional experience relevant to the position. A teaching qualification and/or a qualification in education administration or general management. Certificate IV in Training and Assessment, or Certificate IV in Assessment and Workplace Training, or equivalent.

Please note: to be considered for an interview an applicant must address each of the selection criteria, outlined in the Statement of Duties. The Job Kit for this position can be downloaded from www.jobs.tas.gov.au.

Enquiries to Anne Ripper, Executive Manager, Drysdale Institute, TAFE Tasmania, phone (03) 6233 7272, mobile 0407 311 512, email Anne.Ripper@tafe.tas.edu.au.

Applications to Human Resources Branch (Recruitment), TAFE Tasmania, G.P.O. Box 1625, Hobart 7001, phone (03) 6233 4637, fax (03) 6231 2254, email HRRecruitment@tafe.tas.edu.au.

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

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

If no acknowledgement or system generated response is received contact should be made with the Human Resources Branch on (03) 6233 4637.

THE PUBLIC TRUSTEE
CORPORATE SERVICES

Senior Finance Officer (790216).

Applications Close:—Friday, 7 March 2008.

Salary:—\$53,188–\$55,020 per annum.

Administrative and Clerical Employees Award, Level 6.

Permanent full-time.

Location:—Hobart.

Duties:—Contribute to the efficient and effective operation of The Public Trustee by undertaking accounting functions relating to the clients of The Public Trustee including the verification of statements of account and income tax returns. Perform IT related functions including liaison with external service providers. Supervise a small team and contribute to the overall performance of the Financial Services Team.

Desirable Requirements:—Experience in accounting within the trustee industry and a thorough knowledge of trust and general accounting principles, demonstrated experience in utilising current office technology in an accounting environment, thorough knowledge of relevant income taxation issues or the ability to acquire such knowledge quickly.

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

Enquiries to Patrick Tierney, Manager Financial Operations, The Public Trustee, P.O. Box 1565, Hobart Tas 7000, phone 6233 7610, email ptierney@publictrustee.tas.gov.au.

Applications to Karyne Johns, Human Resource Officer, The Public Trustee, 116 Murray Street, Hobart Tas 7000, phone 6233 7706, email kjohns@publictrustee.tas.gov.au.

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

THE PUBLIC TRUSTEE
CORPORATE SERVICES

Senior Finance Officer (790217).

Applications Close:—Friday, 7 March 2008.

Salary:—\$53,188–\$55,020 per annum.

Administrative and Clerical Employees Award, Level 6.

Permanent full-time.

Location:—Hobart.

Duties:—Contribute to the efficient and effective operation of The Public Trustee by preparing regular financial reports, managing the accounting for investment funds and payroll services and completing day to day financial reconciliations. Supervise a small team and contribute to the overall performance of the Financial Services Team.

Desirable Requirements:—Extensive skills and experience in accounting in a business environment and reconciling computerised accounting systems, payroll services and in accounting for investment funds, or a demonstrated ability to acquire those skills quickly.

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

Enquiries to Patrick Tierney, Manager Financial Operations, The Public Trustee, P.O. Box 1565, Hobart Tas 7000, phone 6233 7610, email ptierney@publictrustee.tas.gov.au.

Applications to Karyne Johns, Human Resource Officer, The Public Trustee, 116 Murray Street, Hobart Tas 7000, phone 6233 7706, email kjohns@publictrustee.tas.gov.au.

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TREASURY AND FINANCE

BUDGET AND FINANCE DIVISION

Procurement and Property Branch

Senior Executive Officer (723875).

Applications Close:—Friday, 7 March 2008.

Salary:—\$56,854–\$60,476 per annum.

Administrative and Clerical Employees Award, Level 7.

Permanent full-time.

Location:—Hobart.

Duties:—As a member of the procurement policy team you will undertake tasks to improve procurement outcomes, consistent with the Government's procurement principles.

In the context of the selection criteria, to be successful in the position applicants will possess:—sound report writing skills, a strong stakeholder focus, sound organisational and project management skills and the ability to contribute to a positive team environment.

Desirable Requirements:—Relevant tertiary qualifications, or substantial progress thereto, is desirable.

Enquiries to Kim Hudson, Assistant Director, Procurement and Property Branch, Department of Treasury and Finance, phone (03) 6233 3684, email kim.hudson@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

CORPORATE SUPPORT DIVISION

Information Systems Branch

Computer Systems Officer (723871).

Applications Close:—Friday, 7 March 2008.

Salary:—\$38,927–\$51,357 per annum.

Administrative and Clerical Employees Award, Computer Systems Officer, Level 1 (A and C, Level 3-5).

Permanent full-time or part-time, negotiable to no less than 20 hours per week.

Location:—Hobart.

Duties:—To provide database and application design and development services for the Department's information systems (including web applications). To provide problem-solving advice to departmental staff in relation to the operation and enhancement of information systems and assist management with the development of policies and strategies in relation to the Department's application development environment.

In the context of the selection criteria, to be successful in the position applicants will have:—understanding of the database and application development technologies used within the Department, good client service skills, good communication skills and strong problem-solving and research skills.

Enquiries to Sharon Feltham, Manager (Application Support), Information Systems Branch, Department of Treasury and Finance, phone (03) 6233 2532, email sharon.feltham@

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.

Tasmanian Government Senior Executive Service

ECONOMIC DEVELOPMENT AND TOURISM

SPORT AND RECREATION TASMANIA

Executive Director, Sport and Recreation Tasmania (424202).

Applications Close:—Friday, 7 March 2008.

Salary:—\$109,776–\$120,757 per annum.

Senior Executive, Level 2.

Fixed-term full-time for five years.

Location:—Hobart.

Duties:—Make a significant contribution to the Tasmanian economy through the provision of leadership and strategic direction to Sport and Recreation Tasmania (SRT) and the government's sport and recreation policies.

Lead and manage the human, physical and financial resources of SRT and provide the government and the department with authoritative, high-level advice on sport and recreation issues.

As a member of the department's executive management team, contribute to whole-of-agency policies and directions.

Desirable Requirements:—A relevant degree or other tertiary qualification.

Enquiries to Renee Watson for a copy of the Statement of Duties on (03) 6233 5615 or email renee.watson@development.tas.gov.au. For further information about the position please contact Elizabeth Jack, Director, Sport and Recreation Tasmania, Department of Economic Development and Tourism, phone (03) 6233 5623, email Elizabeth.Jack@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.

Staff Movements

Permanent Appointments

<i>Agency</i>	<i>Position Number and Position Title</i>	<i>Occupant's Name</i>	<i>Probation Period</i>	<i>Date of Appointment</i>
Economic Development & Tourism	424298 Project Support Officer	C. Grubb	6 months	08.02.08
Economic Development & Tourism	424063 Project Officer	L. Doughty	6 months	25.02.08
Economic Development & Tourism	424809 Senior Finance Officer	M. Haley	6 months	18.02.08
Education	300041 School Attendant	B. Allen	6 months	30.01.08
Education	962850 Study Tour Co-Ordinator	M. Otsuka	6 months	14.01.08
Education	200405 Teacher	C. Hales	6 months	11.02.08
Education	200427 Teacher	C. Clydesdale	6 months	11.02.08
Education	952119 School Attendant	S. Bowman	6 months	29.01.08
Education	961107 School Attendant	C. Grose	6 months	29.01.08
Education	962434 Pathway Planning Officer	B. Parker	6 months	14.01.08
Education	962763 Pathway Planning Officer	H. Green	6 months	14.01.08
Education	962931 Pathway Planning Officer	K. Pile	6 months	01.02.08
Education	962599 Pathway Planning Officer	P. Fletcher	6 months	01.02.08
Education	762762 Pathway Planning Officer	D. O'Neile	6 months	01.02.08
Education	962433 Pathway Planning Officer	N. Smith	6 months	01.02.08
Education	957065 Teacher	M. Lyons	6 months	11.02.08
Education	961164 Teacher	M. Woolnough	12 months	11.02.08
Environment, Parks, Heritage & the Arts	340785 Field Officer	D. Van Brecht	6 months	13.02.08
Environment, Parks, Heritage & the Arts	706132 Program Officer - Public Art	N. Goodwolf	6 months	12.02.08
Health & Human Services	517258 Project Support Officer	J. Williams	6 months	18.02.08
Health & Human Services	513452 Senior Dietitian	S. Voltas	6 months	14.02.08
Health & Human Services	506645 Community Health Nurse	R. Iles	6 months	10.03.08
Health & Human Services	511327 Registered Nurse	G Hodges	6 months	17.02.08
Health & Human Services	510609 Ambulance Officer	L White	6 Months	21.12.07
Health & Human Services	513838 Domestic	K. Radford	6 months	24.02.08
Health & Human Services	517371 Administrative Officer	J. Martin	6 months	10.03.08
Health & Human Services	517437 Child and Family Health Nurse - Home Visitor	K. Jessop	6 months	12.03.08
Health & Human Services	517370 HACC Data Manager	M. Charlton	6 months	11.03.08
Health & Human Services	512745 Administrative Officer	C. McGrath	6 months	14.02.08
Health & Human Services	517069 Aboriginal Tenancy Officer Tm 2	C. Spotswood	6 months	03.03.08
Health & Human Services	513763 Registered Nurse	A. Wolk	6 months	18.02.08
Health & Human Services	515196 Registered Nurse	L. Gewin	6 months	18.02.08
Health & Human Services	517092 Aboriginal Tenancy Officer Tm1	M. Crole	6 months	18.02.08
Primary Industries & Water	701199 Veterinary Pathologist	R. Mason	na	01.02.08
Primary Industries & Water	702761 Seed Analyst	A. O'Callaghan	na	01.02.08
Primary Industries & Water	702180 Technical Officer	R. Hope	6 months	15.02.08
Treasury & Finance	723773 Graduate Financial Analyst	A. Kundu	6 months	25.02.08
Treasury & Finance	723840 Receptionist	S. Davey	6 months	19.02.08

Appointment of Officers

<i>Agency</i>	<i>Position Number and Position Title</i>	<i>Occupant's Name</i>	<i>Date of Appointment</i>	<i>Duration</i>
Education	963197 General Manager Learning Services (South-East)	L. Leppard	01.01.08	5 Years

Promotion of Permanent Employees

<i>Agency</i>	<i>Position No. and Title</i>	<i>Occupants Name</i>	<i>New Agency</i>	<i>New Position No and New Title</i>	<i>Date of Movement</i>
Economic Development & Tourism	424295 Senior Project Manager ICNTAS	T. Hite	Economic Development & Tourism	424295 Senior Project Manager ICNTAS	12.02.08
Education	953280 School Executive Officer	T. Kerfoot	Education	954365 School Executive Officer	03.02.08
Education	204671 Teacher	A. Sweeney	Education	204666 Advanced Skills Teacher	12.02.08
Education	204582 Teacher	C. Lutjens	Education	202716 Advanced Skills Teacher	12.02.08
Education	307259 Teacher Aide Special	F. Hurst	Education	962932 Pathway Planning Officer	01.02.08
Education	305082 Admin Officer	M. French	Education	305705 School Executive Officer	31.01.08
Education	200149 Principal	V. Hales	Education	200811 Principal	14.01.08
Education	205221 Advanced Skills Teacher	T. Brazendale	Education	205217 Assistant Principal	11.02.08
Education	203982 Advanced Skills Teacher	C. Peters	Education	205136 Assistant Principal	11.02.08
Education	205153 Teacher	A. Gatti	Education	205139 Advanced Skills Teacher	11.02.08
Environment, Parks, Heritage & the Arts	705608 Manager, Business and Support Services	S. de Haan	Environment, Parks, Heritage & the Arts	706011 Business and Operations Manager	04.02.08
Environment, Parks, Heritage & the Arts	705806 Laboratory Technical Officer	M. Hadiwidjaja	Environment, Parks, Heritage & the Arts	706116 Senior Technical Officer - Organic	14.02.08
Infrastructure, Energy & Resources	370809 Payments Officer Contracts	S. Cragg	Health & Human Services	500302 Executive and Portfolio Services Offi	20.02.08
Health & Human Services	508781 Registered Nurse	S. Rojhan	Health & Human Services	509586 Clinical Nurse (Floor Coordinator) - Day Surgery Unit	18.02.08
Health & Human Services	516361 Coordinator Planning & Performance Monitoring	J. Thain	Health & Human Services	515683 Manager Quality and Practice Development	18.02.08
Health & Human Services	514823 Clinical Nurse Specialist	S. Coast	Health & Human Services	516665 Team Leader Adult Community Health	28.02.08
Infrastructure, Energy & Resources	370367 Technical Officer Traffic Management	R. Pell	Infrastructure, Energy & Resources	372072 Senior Technical Officer Traffic Information	28.01.08
Justice	355837 Planning Officer	K. Fry	Justice	355847 Planning Advisor	18.02.08
Premier & Cabinet	000601 Senior Executive Officer	D. Pammenter	Primary Industries & Water	702123 Compliance Leader (Biosecurity)	20.02.08

Retirement of Permanent Employees

<i>Agency</i>	<i>Position No. and Title</i>	<i>Occupant's Name</i>	<i>Date Effective</i>
Education	204682 Teacher	B. Davis	11.02.08
Education	204742 Advanced Skills Teacher	A. Atkinson	01.02.08
Education	590541 Accounts Officer	U. Peterson	10.01.08
Education	E204740 Teacher	J. Walker	31.01.08
Primary Industries & Water	26032 Team Leader (Wool Ind)	A. Johnston	18.02.08

Transfer of Permanent Employees

<i>Agency</i>	<i>Position No. and Title</i>	<i>Occupants Name</i>	<i>New Agency</i>	<i>New Position No. and New Title</i>	<i>Date of Movement</i>
Health & Human Services	511778 Client Services Officer	J. Adams	Justice	354962 Clerk	18.02.08

Fixed-term Appointments of Greater than 12 Months

<i>Agency</i>	<i>Position Number and Position Title</i>	<i>Occupant's Name</i>	<i>Probation Period</i>	<i>Duration</i>
Primary Industries & Water	702671 Field Officer (Fox Eradication Program)	E. Lipianin	8 weeks	16 months
Primary Industries & Water	702670 Field Officer (Fox Eradication Program)	T. Badrock	8 weeks	16 months
Primary Industries & Water	702672 Field Officer (Fox Eradication Program)	A. Paul	8 weeks	16 months
Primary Industries & Water	702673 Field Officer (Fox Eradication Program)	D. Rock	8 weeks	16 months
Primary Industries & Water	702674 Field Officer (Fox Eradication Program)	K. Weeding	8 weeks	16 months
Primary Industries & Water	702675 Field Officer (Fox Eradication Program)	B. Doran	8 weeks	16 months
Primary Industries & Water	702676 Field Officer (Fox Eradication Program)	L. Benanvalle	8 weeks	16 months
Primary Industries & Water	702678 Field Officer (Fox Eradication Program)	G. Parry	8 weeks	16 months
Primary Industries & Water	702679 Field Officer (Fox Eradication Program)	R. Salter	8 weeks	16 months
Primary Industries & Water	702682 Field Officer (Fox Eradication Program)	M. Youd	8 weeks	16 months
Primary Industries & Water	702758 Field Officer (Fox Eradication Program)	J. Furley	8 weeks	16 months
Primary Industries & Water	702759 Field Officer (Fox Eradication Program)	B. Appleby	8 weeks	16 months
Primary Industries & Water	702482 Field Officer (Fox Eradication Program)	A. White	8 weeks	16 months
Treasury & Finance	724075 Trainee Administrative Assistant	M. Rust	1 month	2 years

Resignation of Permanent Employees

<i>Agency</i>	<i>Position No. and Title</i>	<i>Occupant's Name</i>	<i>Date Effective</i>
Economic Development & Tourism	424198 Project Support Officer	D. Hansson	11.03.08
Education	960288 HR Operations Officer	K. Taplin	31.12.07
Education	953420 School Attendant	D. Jacques	01.02.08
Education	E204373 Teacher	S. White	31.12.07
Health & Human Services	500885 Child & Family Health Nurse	N. Latham	08.02.08
Health & Human Services	504378 Registered Nurse	A. Miller	08.02.08
Health & Human Services	508897 Clinical Nurse - Tuberculosis	L. Bracken	07.02.08
Health & Human Services	510139 Radiographer	S. Simmons	08.02.08
Health & Human Services	503785 Physiotherapist	R. Fry	14.02.08
Health & Human Services	508504 Registered Nurse	A. Heintz	10.02.08
Health & Human Services	502254 Registered Nurse	N. Evans	15.02.08
Health & Human Services	511102 Registered Nurse	G. Myers	15.02.08
Health & Human Services	503927 Theatre Support Officer	J. Tomlin	15.02.08
Health & Human Services	500379 IT Consultant	A. Turner	08.02.08
Health & Human Services	503398 Kitchen Hand	R. Talbot	15.02.08
Infrastructure, Energy & Resources	371525 Network Manager	D. Pearce	11.02.08
Primary Industries & Water	701491 Senior Marine Environmental Officer (Assessments)	S. Lloyd	14.02.08
Treasury & Finance	723817 Research Officer	T. Bingham	15.02.08
Treasury & Finance	724053 Revenue Officer	R. Kernaghan	20.02.08
The Public Trustee	790192 Administrative Assistant	A. Lynch	15.02.08

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