



TASMANIAN STATE SERVICE NOTICES

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CONTENTS

VACANCIES—

Economic Development and Tourism	462
Education	463
Environment, Parks, Heritage and the Arts	464
Health and Human Services	466
Infrastructure, Energy & Resources	471
Justice	471
Police and Emergency Management	473
Port Arthur Historic Site Management Authority	473
Premier and Cabinet	473
Primary Industries and Water	474
TAFE	475

TASMANIAN GOVERNMENT SENIOR EXECUTIVE SERVICE—

Premier and Cabinet	475
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STAFF MOVEMENTS—

Appointments	476
Promotions	477
Resignations	478
Retirements	477
Transfers	476

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**

**TASMANIAN GOVERNMENT GAZETTE AND
TASMANIAN STATE SERVICES NOTICES**

PUBLICATION AND COPY CLOSURE DATES

Easter 2008

COPY deadlines for the Tasmanian Government Gazette and State Service Notices to be published on Wednesday, 26 March 2008:—

All copy for the General Gazette must be received by 12 noon on Thursday 20 March 2008.

Copy for the State Services must be received by 12 noon on Thursday 20 March 2008.

NOTE: Applications for positions advertised in the State Service Notices of 26 March 2008 will close at 5 p.m. on 11 April 2008.

ANZAC Day Public Holiday, Friday 25 April 2008—

Gazette deadlines for Wednesday 30 April 2008

COPY deadlines for the Tasmanian Government Gazette and State Service Notices to be published on Wednesday, 30 April 2008:—

All copy for the General Gazette must be received by 12 noon on Thursday, 24 April 2008.

Copy for State Service Notices must be received by 12 noon on Thursday, 24 April 2008.

ECONOMIC DEVELOPMENT AND TOURISM

INDUSTRY DEVELOPMENT DIVISION

*Export and Market Development***Project Officer (424371).**

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$53,188–\$55,020 per annum.

Administrative and Clerical Employees Award, Level 6.

Permanent full-time.

Location:—Hobart.

Duties:—Contribute to the development and expansion of interstate and overseas trade for Tasmanian businesses with their products and services by providing marketing support and undertaking projects and industry marketing initiatives.

Assist in developing Economic Development and Tourism's reputation as a highly valued Government support agency and increase public awareness of the importance of exports to the Tasmanian economy.

Desirable Requirements:—Relevant tertiary or industry recognised qualifications or progress thereto.

Enquiries to Martin Turmine, Senior Client Manager, Department of Economic Development and Tourism, phone (03) 6233 5639, email Martin.Turmine@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.

ECONOMIC DEVELOPMENT AND TOURISM

INDUSTRY DEVELOPMENT DIVISION

*Food, Manufacturing and ICT***Assistant General Manager (424397).**

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$80,382–\$85,813 per annum.

Administrative and Clerical Employees Award, Executive Manager, Level 11/12.

Permanent full-time.

Location:—Hobart.

Duties:—Provide high level authoritative policy advice and strategic direction in food and beverages based industry development and projects in accordance with the State's Industry Development Plan, the Food Industry Strategic Plan, Smart Farming Strategy and Tasmania Together Guidelines in order to make a significant contribution to stimulate balanced and sustainable economic development in Tasmania.

Direct the management and co-ordination of food and beverages based industry development and projects for the Agency, and provide general support to the General Manager.

Desirable Requirements:—Proven senior management experience in both government and commercial environment. Relevant tertiary qualifications in business, economics or other appropriate discipline. Current drivers licence.

Enquiries to Sarah Phipps for a copy of the Statement of Duties on (03) 6233 5757 or email Sarah.Phipps@development.tas.gov.au. For further information about the position please contact Debra Hill, General Manager FMI, phone (03) 6233 5801, email Debra.Hill@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.

ECONOMIC DEVELOPMENT AND TOURISM

SPORT AND RECREATION TASMANIA

*Sport and Recreation Services***Client Manager (424759).**

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$56,854–\$60,476 per annum.

Administrative and Clerical Employees Award, Level 7.

Fixed-term full-time for 12 months.

Location:—Hobart.

Enquiries to Alison Gaden, Manager South, Department of Economic Development and Tourism.

Applications to Joy Maher, Project Support Officer, Department of Economic Development and Tourism.

EDUCATION

CORPORATE SERVICES

Human Resources Management

HR Policy and Services

Staffing and Establishment Services

HR Staffing Officer—2 Vacancies.

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$49,523–\$51,357 per annum.

Administrative and Clerical Employees Award, Level 5.

Vacancy No. 960294.

Permanent full-time.

Location:—Hobart.

Vacancy No. 960302.

Permanent full-time.

Location:—Hobart.

Description of the Role:—As part of the Staffing and Establishment Services team, provide quality vacancy control, recruitment, selection, transfer and establishment management services for the Department.

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 Tracey Mulcahy, Department of Education, phone (03) 6233 7392, email tracey.mulcahy@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)

Prospect High School

Assistant Principal (205595).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$82,856 per annum.

Teaching Service (TPS) Award, Assistant Principal, Band 3, Level 3.

Permanent full-time.

Location:—Prospect High School.

Description of the Role:—To assist the Principal in the general educational leadership, management and administration of a school or college.

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 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 Stephen Walley, Department of Education, phone (03) 6343 0482, email stephen.walley@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

LIBRARY AND INFORMATION SERVICES

*Huon LINC***Literacy Co-ordinator (963578).**

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$64,096–\$67,714 pro rata.

Administrative and Clerical Employees Award, Level 8.

Fixed-term part-time 0.7 FTE from as soon as possible to 31 October 2008.

Location:—Huon LINC.

Description of the Role:—In consultation with the Huon LINC Co-ordinator, Senior Project Officer, Adult and Family

Literacy, the TAFE Adult Literacy and Basic Education Teacher, develop strategies to support adult and family literacy within the Huon community and implement, monitor and evaluate appropriate programmes.

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 Adult Education and or Vocational Education and Training qualifications. A current driver's licence.

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 Pip Hankin, Department of Education, phone (03) 6264 8482, mobile 0418 996 488, email pip.hankin@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

LIBRARY AND INFORMATION SERVICES

State Library of Tasmania

Public Library Services A

Resources and Access

Senior Librarian Collections (963215).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$71,331–\$76,763 per annum.

Professional Employees Award, Level 3.

Permanent full-time.

Location:—Hobart.

Description of the Role:—As a senior professional manager, specialist or practitioner, co-ordinate the functions of a section or library and contribute directly to the formulation of agency 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). 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.

For a copy of the Statement of Duties, please contact Cass Walker on (03) 6233 8634, email cass.walker@education.tas.gov.au.

Enquiries to Jo Beck, Department of Education, phone (03) 6233 7045, email jo.beck@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.

ENVIRONMENT, PARKS, HERITAGE AND THE ARTS

ENVIRONMENT

Regulation and Operations

Senior Environmental Officer (Compliance Investigation) (706224).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$62,286–\$67,714 per annum.

Professional Employees Award, Level 2.

Permanent full-time.

Location:—Hobart.

Duties:—Undertake and oversee compliance investigations into referred breaches of environmental laws and obligations in accordance with the enforcement policy of the agency and any specific policies for legislation administered by, or relevant to, the Division. As a professional practitioner, collect, analyse and prepare scientific and technical evidence for civil and criminal litigation.

Assist in the management of the Compliance Investigation Section to ensure the efficient development, implementation, maintenance and review of compliance enforcement programmes for legislation administered by, or relevant to, the Environment Division.

Provide consultative support and advice on compliance and enforcement issues to senior management.

Essential Requirements:—It is essential that you have a degree in Science, Engineering or Environmental Studies, or an equivalent qualification from a recognised tertiary institution.

Desirable Requirements:—To successfully perform the duties of this position it is desirable that you have a Certificate IV in Government (Investigation) and preferably Certificate IV in Government (Statutory Compliance) and a current motor vehicle driver's licence.

Enquiries to Malcolm Budd, Section Head:—Compliance and Investigation, phone (03) 6233 8866, email Malcolm.Budd@environment.tas.gov.au. For a copy of the Statement of Duties please contact, Jo Goudie, phone (03) 6233 2052, email Jo.Goudie@environment.tas.gov.au.

Applications to address the selection criteria outlined in the Statement of Duties, quote position number and be addressed to, Rosie Cole, Human Resources, Department of Environment, Parks, Heritage and the Arts, G.P.O. Box 771, Hobart, 7001, phone (03) 6233 8039, fax (03) 6233 5907, email applications@depha.tas.gov.au.

ENVIRONMENT, PARKS, HERITAGE AND THE ARTS

PARKS AND WILDLIFE SERVICE

*Operations and Performance***Ranger (700661).**

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$38,927–\$40,547 per annum.

Parks and Wildlife Services Agreement 1996, Level 2.

Permanent full-time.

Location:—Queenstown.

Allowance:—In addition a loading of 31% under the Parks and Wildlife Industrial Agreement is payable to employees who meet the allowance conditions required by the Agreement. Total salary if meeting the conditions would be \$50,994–\$53,116.

Duties:—Assist the Ranger In Charge in managing, maintaining and protecting of areas under the jurisdiction of the Department, including departmental assets, bio and geo diversity, historic and Aboriginal heritage within the Region.

Essential Requirements:—It is essential for you to have a current driver's licence and a Workplace Level 2 First Aid Certificate or equivalent or the ability to acquire prior to appointment.

Desirable Requirements:—To successfully perform the duties of this position it is desirable that you have progress towards a Diploma of Environmental and Cultural Resources (Park Management) or equivalent qualification from a recognised tertiary institution.

Enquiries to Sandra Beams, Ranger in Charge, phone (03) 6471 2511, email Sandra.Beams@parks.tas.gov.au. For a copy of the Statement of Duties please contact, Natasha Norman, phone (03) 6472 6020, email Natasha.Norman@parks.tas.gov.au.

Applications to address the selection criteria outlined in the Statement of Duties, quote position number and be addressed to, Rosie Cole, Human Resources, Department of Environment, Parks, Heritage and the Arts, G.P.O. Box 771, Hobart, 7001, phone (03) 6233 8039, fax (03) 6233 5907, email applications@depha.tas.gov.au.

ENVIRONMENT, PARKS, HERITAGE AND THE ARTS

PARKS AND WILDLIFE SERVICE

*Operations and Performance***Ranger (705165).**

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$38,927–\$40,547 per annum.

Parks and Wildlife Services Agreement 1996, Level 2.

Fixed-term full-time until 10 December 2008.

Location:—Strahan.

Allowance:—In addition a loading of 31% under the Parks and Wildlife Industrial Agreement is payable to employees who meet the allowance conditions required by the Agreement. Total salary if meeting the conditions would be \$50,994–\$53,117.

Duties:—Assist the Parks and Reserves Manager, West Coast in managing, maintaining and protecting of areas under the jurisdiction of the Department, including departmental assets, bio and geo diversity, historic and Aboriginal heritage within the Region.

Essential Requirements:—It is essential that you have a current driver's licence and a Workplace Level 2 First Aid Certificate or equivalent or the ability to acquire prior to appointment.

Desirable Requirements:—To successfully perform the duties of this position it is desirable that you have progress towards a Diploma of Environmental and Cultural Resources (Park Management) or equivalent qualification from a recognised tertiary institution.

Enquiries to Chris Arthur, Parks and Reserves Manager West Coast, phone (03) 6472 6025, email Chris.Arthur@parks.tas.gov.au. For a copy of the Statement of Duties please contact, Natasha Norman, phone (03) 6472 6020, email Natasha.Norman@parks.tas.gov.au.

Applications to address the selection criteria outlined in the Statement of Duties, quote position number and be addressed to, Rosie Cole, Human Resources, Department of Environment, Parks, Heritage and the Arts, G.P.O. Box 771, Hobart, TAS, 7001, phone (03) 6233 8039, fax (03) 6233 5907, email applications@depha.tas.gov.au.

ENVIRONMENT, PARKS, HERITAGE AND THE ARTS

TASMANIAN MUSEUM AND ART GALLERY

Curator, Markree Museum (706219).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$40,547–\$59,573 per annum.

Professional Employees Award, Level 1.

Fixed-term full-time for 2 years.

Location:—Hobart.

Duties:—Provide curatorial expertise for the Markree Museum Project.

To ensure that conservation, management and interpretation of collections are developed and consistently maintained within the agreed standards of the Tasmanian Museum and Art Gallery.

In cooperation with the Manager Markree Museum and TMAG's specialist service units, develop and maintain education public programmes marketing and community links for this Project.

Oversee curatorial aspects of the daily operation and management of the Project.

Essential Requirements:—The Commissioner has determined that the person nominated for this position is to satisfy pre-employment checks before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check for—crimes of violence, sex related offences, serious drug offences, crimes involving dishonesty. Identification check and disciplinary action in previous employment check. Satisfactory completion of an appropriate course of study at a recognised tertiary institution is also essential.

Desirable Requirements:—To successfully perform the duties of this position it is desirable that you have an understanding of museum practices or similar in a cultural environment and a current drivers licence.

Enquiries to Bill Bleathman, Director, TMAG, phone (03) 6211 4130, email Bill.Bleathman@tmag.tas.gov.au. For a copy of the Statement of Duties please contact, Donita Shadwick, phone (03) 6211 4100, email Donita.Shadwick@tmag.tas.gov.au.

Applications to address the selection criteria outlined in the Statement of Duties, quote position number and be addressed to, Rosie Cole, Human Resources, Department of Environment, Parks, Heritage and the Arts, G.P.O. Box 771, Hobart, TAS, 7001, phone (03) 6233 8039, fax (03) 6233 5907, email applications@depha.tas.gov.au.

ENVIRONMENT, PARKS, HERITAGE AND THE ARTS

TASMANIAN MUSEUM AND ART GALLERY

Manager, Markree Museum (706220).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$76,763 per annum.

Administrative and Clerical Employees Award, Level 10.

Fixed-term full-time for 2 years.

Location:—Hobart.

Duties:—Provide specialist advice and leadership for the Markree Museum Project. Ensure that the objects, building and grounds are conserved, managed and interpreted consistent with agreed TMAG standards.

In cooperation with TMAG's specialist service units, develop and maintain education, public programmes, marketing and community links for this project.

Essential Requirements:—The Commissioner has determined that the person nominated for this position is to satisfy pre-employment checks before taking up the appointment, promotion or transfer. The following checks are to be conducted: 1). Conviction Check for—crimes of violence, sex related offences, serious drug offences, Crimes involving dishonesty. 2). Identification Check. 3). Disciplinary action in previous employment check.

Desirable Requirements:—To successfully perform the duties of this position it is desirable that you have an appropriate University degree in a relevant discipline and an understanding of museum practices or similar in a cultural environment.

Enquiries to Bill Bleathman, Director, TMAG, phone (03) 6211 4130, email Bill.Bleathman@tmag.tas.gov.au. For a copy of the Statement of Duties please contact, Donita Shadwick, phone (03) 6211 4100, email Donita.Shadwick@tmag.tas.gov.au.

Applications to address the selection criteria outlined in the Statement of Duties, quote position number and be addressed to, Rosie Cole, Human resources, Department of Environment, Parks, Heritage and the Arts, G.P.O. Box 771, Hobart, 7001, phone (03) 6233 8039, fax (03) 6233 5907, email applications@depha.tas.gov.au.

HEALTH AND HUMAN SERVICES

ACUTE HEALTH SERVICES

*Clinical Performance and Emergency Management***Manager Quality and Clinical Reform (517702).**

Applications Close:—Wednesday, 9 April 2008.

Salary:—See Below.

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

Permanent full-time day work.

Location:—3/34 Davey Street.

Note:—Salary is to be determined based on qualifications and experience.

Duties:—In consultation with the Director, manage the activities of the Quality and Clinical Reform section. Provide leadership, direction and co-ordination to other team members and other departmental staff in relation to specific quality and clinical reform policy and project initiatives. Co-ordinate the development of clinical policies, procedures and protocols, particularly as they relate to safety and quality, state-wide medication management and reform.

Essential Requirements:—A medical practitioner who holds general, conditional or conditional registration for special purposes, registration under the Medical Practitioners Registration Act 1996 and has had a minimum of four year's relevant post graduate experience.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion, 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 David Boadle, Department of Health and Human Services, phone (03) 6233 3297, email david.boadle@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

ACUTE HEALTH SERVICES

*North West Regional Hospital***Nurse Manager, Staffing Recruitment and Bed Co-ordinator (502117).**

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$69,869–\$74,792 per annum.

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

Permanent full-time day work.

Location:—Nursing Services, Staffing Recruitment and Bed Co-ordinator.

Duties:—To manage and co-ordinate the daily staffing for Nursing, Ward Aide, Ward Clerk, Attendants in accordance with Agency policies and legal requirements, including the co-ordination of the recruitment and management of staff for the pool and casual on call staff. To co-ordinate and monitor an effective bed management system within the NWRH Burnie Campus utilizing a flexible patient focused quality care approach.

Desirable Requirements:—A minimum of 5 years experience preferably in a management position with relevant tertiary qualifications.

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

Enquiries to Margaret Nicholson, Department of Health and Human Services, phone (03) 64306503, email margaret.nicholson@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

ACUTE HEALTH SERVICES

*North West Regional Hospital***Registered Nurse (502266).**

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$43,859–\$58,704 per annum.

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

Permanent full-time shift work.

Location:—Nursing Services, Surgical Central/Rehabilitation.

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

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

Mental Health positions must also have a psychiatric nursing certificate or be authorised by the Nursing Board of Tasmania to practise psychiatric nursing.

Midwifery positions must also hold authorisation to practise as a Midwife by the Nursing Board of Tasmania.

Enquiries to Jo Lodge or Judi Rutherford, Department of Health and Human Services, phone (03) 64306558, email johanna.lodge@dhhs.tas.gov.au or judi.rutherford@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.

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

HEALTH AND HUMAN SERVICES

ACUTE HEALTH SERVICES

Royal Hobart Hospital

Clinical Nurse, Transition Care Unit (515253).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$60,828–\$65,071 per annum.

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

Permanent full-time shift work (fully rotational).

Location:—Repatriation Centre, 2nd Floor Peacock Building, 90 Davey Street.

Duties:—Functions as an advanced clinical practitioner within the Transition Care Unit, ensuring efficient and effective provision of care based on best practice principles within a collaborative and multidisciplinary practice framework. Provides management support to the Clinical Nurse Manager (CNM) including participation in staff education and the management of staff performance.

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, 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 Kerry Spencer, Department of Health and Human Services, phone (03) 6222 7154, email kerry.spencer@dhhs.tas.gov.au.

You are encouraged to apply online (below) 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

Population Health

Public and Environmental Health Service

Legal Policy Officer (501021).

Applications Close:—Wednesday, 9 April 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, commencing as soon as possible for a period of 6 months.

Location:—25 Argyle Street, Hobart.

Duties:—To co-ordinate and assist with the development of public health legislative review projects within Population Health. To provide advice on public health regulation and legal policy to the Director of Public Health and senior personnel.

Desirable Requirements:—Tertiary qualifications in law.

Experience in legislative development and implementation including knowledge of Government procedures relating to Cabinet and parliament. High-level experience in policy analysis and formulation and ability to apply these skills in a public health context. Demonstrated experience in researching, interpreting and applying legislation.

Enquiries to Kerriane Taylor, Department of Health and Human Services, phone (03) 6222 7700, email kerriane.taylor@dhhs.tas.gov.au.

You are encouraged to apply online (below) 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

Population Health

Public and Environmental Health Service

Project Officer (511852a).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$48,862–\$50,671 per annum.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream, Level 5.

Fixed-term full-time day work, commencing as soon as possible for a period of 6 months.

Location:—25 Argyle Street, Hobart.

Duties:—To manage databases for the OzFoodNet programme, within the Communicable Diseases Prevention Unit, with a focus on data retrieval and the preparation of descriptive data. Some data entry will also be required. The position assists with the investigation into cases of food borne illness by liaising with other sections of DHHS, medical practitioners, laboratories and local government.

Desirable Requirements:—Good knowledge and skills in maintaining office systems and in database management, and high level information technology and keyboard skills. Good working knowledge of Microsoft Access and Excel, including the ability to provide descriptive statistics in both tabular and graphical form. Excellent communication skills, both written and verbal. Ability to communicate positively with affected members of the public and a range of stakeholders including laboratories, medical practitioners and local councils.

Enquiries to Nicola Stephens, Department of Health and Human Services, phone (03) 6222 7627, mobile 0400 911 312, email nicola.stephens@dhhs.tas.gov.au.

You are encouraged to apply online (below) 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

North

Administrative Assistant (507644).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$38,464–\$41,681 per annum.

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

Fixed-term part-time daywork, 45.6 hours per fortnight, commencing As soon as possible to 20 June 2008.

Location:—Henty House, Civic Square, Launceston.

Duties:—Provide an accurate and timely clerical and administrative support service to the Community Options Programme North.

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

Enquiries to Pat Wrigley, Department of Health and Human Services, phone (03) 6336 4128, email pat.wrigley@dhhs.tas.gov.au.

You are encouraged to apply online (below) 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

North

Community Health Nurse (Relief) (510981).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$54,463–\$65,071 pro rata.

Nurses (TPS) Award, Community FCH Nurse.

Fixed-term casual daywork, hours as and when required, commencing As soon as possible for a period of 2 years.

Location:—Beaconsfield District Health Service.

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

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

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

Enquiries to Linda Proietti, Department of Health and Human Services, phone (03) 6383 1104, email linda.proietti@dhhs.tas.gov.au.

You are encouraged to apply online (below) 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

North

Enrolled Nurse (Relief) (504295).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$44,751–\$46,010 pro rata.

Nurses (TPS) Award, Enrolled Nurse Level 2.

Fixed-term casual shiftwork, hours as and when required, commencing As soon as possible for a period of 2 years.

Location:—Beaconsfield District Health Service.

Duties:—In accordance with primary health care principles, Agency policies, legal requirements and ANMC competencies the Enrolled Nurse provides direct and indirect nursing care to the resident/client/patient under the direction and supervision of a Registered Nurse.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practice as an Enrolled 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, 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 Linda Proietti, Department of Health and Human Services, phone (03) 6383 1104, email linda.proietti@dhhs.tas.gov.au.

You are encouraged to apply online (below) 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

North

Health Care Assistant, RELIEF (506071).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$34,812–\$35,533 pro rata.

Community and Health Services (Public Sector) Award, Operational Stream, Level 5.

Fixed-term casual shiftwork, hours as and when required, commencing As soon as possible for a period of 2 years.

Location:—Beaconsfield District Health Service.

Duties:—Under the supervision of a Registered/Community Nurse, the Health Care Assistant will provide assistance to clients with a range of activities of daily living that a person would normally do for themselves.

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

Enquiries to Linda Proietti, Department of Health and Human Services, phone (03) 6383 1104, email linda.proietti@dhhs.tas.gov.au.

You are encouraged to apply online (below) 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

North

Registered Nurse (Relief) (512369).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$43,859–\$58,704 pro rata.

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

Fixed-term casual shiftwork, hours as and when required, commencing As soon as possible for a period of 2 years.

Location:—Beaconsfield District Health Service.

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

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

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion, 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 Linda Proietti, Department of Health and Human Services, phone (03) 6383 1104, email linda.proietti@dhhs.tas.gov.au.

You are encouraged to apply online (below) 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

North

Relief non-nursing, Multi skilled Domestic Assistant (504273).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$34,059–\$34,606 pro rata.

Community and Health Services (Public Sector) Award, Operational Stream, Level 4.

Fixed-term casual shiftwork, hours as and when required, commencing As soon as possible for a period of 2 years.

Location:—Beaconsfield District Health Service.

Duties:—To provide the following services in compliance with established protocols and standards: Laundry, Food preparation and delivery, and Cleaning.

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

Enquiries to Linda Proietti, Department of Health and Human Services, phone (03) 6383 1104, email linda.proietti@dhhs.tas.gov.au.

You are encouraged to apply online (below) 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

HUMAN SERVICES

Children and Family Services

South West Area

Executive Officer (517354) (517354).

Applications Close:—Wednesday, 9 April 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:—South West Area Management, Hobart.

Duties:—As a member of the Area Management team the Executive Officer provides high level administrative advice and support to the Area Manager, Children and Family Services. This will include: Manage and co-ordinate the administrative and business support and reporting activities within the Area Management office to achieve agreed service delivery performance targets. Responsibilities including financial reporting, telecommunications, human resources, facilities management and other business support functions as directed. Support the Area Manager with high level, strategic advice and investigate, report and monitor complex and/or sensitive matters, including co-ordination and preparation of reports, briefings, correspondence and submissions. Oversee the timely and accurate flow of information between the Area and Children and Family Services, Executive and Portfolio Services and the Office of the Deputy Secretary Human Services. As a member of Children and Family Services, this position sits within a framework of human service reform that places priority on ensuring the safety and well being of Tasmanian children.

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

Enquiries to Lee-Ann Russell, Department of Health and Human Services, phone (03) 6230 7666, email leeann.russell@dhhs.tas.gov.au.

You are encouraged to apply online (below) 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.

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HEALTH AND HUMAN SERVICES

HUMAN SERVICES

Housing

Manager Asset Services (500001).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$85,057 per annum.

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

Fixed-term full-time day work commencing As soon as possible 2008 up until 30 April 2009.

Location:—State Administration, South.

Duties:—As a senior member of the Strategic Asset Management Section, manage the delivery of strategic regional asset plans, effective portfolio management practices and development projects that integrate with Agency programmes, facilitate affordable housing development and contribute to sustainable communities.

Desirable Requirements:—Extensive experience in, and knowledge of, strategic asset management planning, property development, with a background in residential housing developments being desirable. Demonstrated high level experience in programme and project management, including the management of human, financial and physical resources. High level management skills and demonstrated experience and knowledge of contemporary management practice, especially change management and best practice, and the ability to monitor effectiveness and efficiency.

Enquiries to Glen Hardwick, Department of Health and Human Services, phone (03) 6233 4836, email glen.hardwick@dhhs.tas.gov.au.

You are encouraged to apply online (below) 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.

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HEALTH AND HUMAN SERVICES

HUMAN SERVICES

Housing

Policy Analyst (516733).

Applications Close:—Wednesday, 9 April 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:—State Administration, South.

Duties:—As a member of the Operational Policy Unit participate in the development of the policies, procedures and tools for statewide implementation.

Desirable Requirements:—Strategic, conceptual, analytical and creative skills including an ability to understand the political, social and organisational environment and identify relevant issues. Proven ability to communicate both orally and in writing at all levels, including the ability to undertake complex negotiations and resolve conflict. Ability to develop policy options, design programmes, develop implementation guidelines, performance standards and performance measures in a service development context.

Enquiries to Maryanne Lewis, Department of Health and Human Services, phone 62334766, email maryanne.lewis@dhhs.tas.gov.au.

You are encouraged to apply online (below) 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.

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HEALTH AND HUMAN SERVICES

SHARED SERVICES

Human Resources

HR Advisor (Organisational Design and Recruitment)—2 Vacancies.

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$56,101–\$59,721 per annum.

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

Vacancy No. 500496.

Permanent full-time day work.

Location:—Hobart.

Vacancy No. 511507.

Permanent full-time day work.

Location:—Hobart.

Duties:—As a member of Human Resources be proactive in the development and implementation of the Department's human resource policies and procedures and provide advice to line managers and employees with particular reference to organisational structures, job design and analysis, position classification and administration of the Agency establishment.

Desirable Requirements:—Demonstrated experience in an HR role with knowledge of job design and classification principles, or the ability to rapidly acquire. Demonstrated understanding of industrial relations processes including a working knowledge of Federal and State employment legislation and the ability to accurately interpret awards, agreements and policy documents. Written skills of a high order including the ability to form logical arguments and convey complex material in a clear and concise manner.

Enquiries to Adrienne Prendergast, Department of Health and Human Services, phone (03) 6233 3288, email adrienne.prendergast@dhhs.tas.gov.au.

You are encouraged to apply online (below) 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.

INFRASTRUCTURE, ENERGY AND RESOURCES

CORPORATE SERVICES DIVISION

*Human Resources***HR Operations Officer (371914).**

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$44,019–\$47,675 per annum.

Administrative and Clerical Employees Award, Level 4.

Fixed-term full-time for 15 months.

Location:—Hobart.

Duties:—To deliver effective and efficient human resource services to clients and stakeholders by undertaking the day to day operations of payroll and recruitment and selection functions. Provide an advisory and support service to clients on a broad range of other human resource issues as required.

Desirable Requirements:—Nil.

Enquiries to Shane Fish, Team Leader, HR Operations, Department of Infrastructure, Energy and Resources, phone (03) 6233 6396, email shane.fish@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 2077, 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 Katherine Noonan on (03) 6233 2077 or hr@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

LAND TRANSPORT SAFETY

*Registration and Licensing Branch***Service Delivery Consultant (370399).**

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$38,927–\$42,233 per annum.

Administrative and Clerical Employees Award, Level 3.

Permanent full-time.

Location:—Hobart.

Duties:—To provide clients with a professional and efficient service in regard to incoming telephone and internet inquiries through the Transport Enquiry Service (TES).

To accurately and efficiently process a broad range of Registration and Licensing transactions including quality assurance audit of transactions processed by authorised agents.

Enquiries to Natalie Roddam, Manager, Client Services, Department of Infrastructure, Energy and Resources, phone (03) 6233 5417, email natalie.roddam@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.

INFRASTRUCTURE, ENERGY AND RESOURCES

LAND TRANSPORT SAFETY

*LTS Policy***Administration and Promotions Officer (372011).**

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$49,523–\$51,357 per annum.

Administrative and Clerical Employees Award, Level 5.

Fixed-term full-time (until 31/12/08).

Location:—Hobart.

Duties:—Ensure that the Road Safety Task Force administrative, clerical support and public relations activities are effectively undertaken. Provide research support for projects and liaise with key stakeholders on road safety issues as required.

Desirable Requirements:—A current drivers licence.

Enquiries to Toni Sydes, Executive Manager, Road Safety Task Force, Department of Infrastructure, Energy and Resources, phone (03) 6233 2036, email toni.sydes@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

COMMUNITY CORRECTIONS

*Southern Region***Executive Support Administration Officer (356061).**

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$44,019–\$47,675 per annum.

Administrative and Clerical Employees Award, Level 4.

Permanent full-time.

Location:—Southern Region.

Duties:—Provide comprehensive administrative support to the Southern Regional Manager by way of collating information, producing data, budget expenditure reports and verification of information.

The Commissioner has determined that the person nominated for this vacancy is to satisfy a pre-employment check before taking up the appointment, promotion or transfer: Conviction checks in the following conviction areas—crimes of violence; sex-related offences, drug and alcohol related offences, crimes involving dishonesty, crimes involving deception, making false declarations, malicious damage and destruction to property, serious traffic offences, crimes against public order or relating to the administration of Justice for the Executive or legislative power, disciplinary action in previous employment and identification.

Enquiries to Pamela Hooker, Regional Manager South, Community Corrections, Department of Justice, phone (03) 6233 2729, email pamela.hooker@justice.tas.gov.au.

Applications to Daphne Webb, Administrative Support Officer, Recruitment and Establishment, Department of Justice, G.P.O. Box 825, Hobart 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 Pamela Hooker on (03) 6233 2729.

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

CORPORATE SERVICES

Human Resources Branch

Administrative Support Officer (355222).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$38,927–\$42,233 per annum.

Administrative and Clerical Employees Award, Level 3.

Fixed-term full-time for 12 months, 73.5 hours per fortnight.

Location:—Hobart.

Duties:—Prepare routine correspondence to job applicants.

Attend to inquiries in relation to the operations of the Recruitment and Establishment team. Prepare, update and track appointment documentation. Prepare written and electronic documentation for advertisements for the jobs.tas.gov.au website. Undertake routine investigation into selection and recruitment queries.

Desirable Requirements:—General clerical experience, and experience, or a demonstrated interest in Human Resources and related issues. Ability to plan, organise and set priorities in an environment subject to competing deadlines and change. Experience in using current office technology to deliver services; including MS office or similar programmes and document production skills. Demonstrated accuracy, attention to detail, and a willingness to undertake a wide variety of tasks.

Enquiries to Susan Johnson, Senior Human Resources Officer, Recruitment and Establishment, Department of Justice, phone (03) 623302525, fax (03) 6233 3254, email susan.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 daphne.webb@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 Susan Johnson on (03) 6233 2528.

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

FINES ENFORCEMENT

Accounts Officer (Processing) (356062).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$38,927–\$42,233 per annum.

Administrative and Clerical Employees Award, Level 3.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart.

Duties:—Responsible for performing the daily processing requirements associated with the management, collection and receipting of financial penalties. The provision of timely and accurate advice to clients in regard to account queries. As

directed provide administrative assistance to all areas of Fines Enforcement.

Desirable Requirements:—Experience in computer based receipting systems together with a demonstrated high level of accuracy and timeliness in the processing of receipts. Effective negotiation and conflict resolution skills and the ability to effectively communicate, both verbally and in writing, with staff and clients. Proven ability to work either individually or as part of a team in the efficient and timely delivery of professional client services.

Enquiries to Kim Smith, Senior Accounts Officer, Fines Enforcement, Department of Justice, phone (03) 6233 3624, email kim.smith@justice.tas.gov.au.

Applications to Daphne Webb, Administrative Support Officer, Recruitment and Establishment, Department of Justice, G.P.O. Box 825, Hobart 7001, phone (03) 6233 6809, fax (03) 6233 3254, email Daphne.webb@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 Kim Smith on (03) 6233 3624.

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

FINES ENFORCEMENT

Enforcement Officer—2 Vacancies.

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$38,927–\$42,233 per annum.

Administrative and Clerical Employees Award, Level 3.

Vacancy No. 356059.

Permanent full-time.

Location:—Hobart.

Vacancy No. 356060.

Fixed-term full-time commencing as soon as possible until 26 September 2008.

Location:—Hobart.

Duties:—Attend to telephone and counter enquiries from members of the general public and other agencies and organisations in relation to the recovery of infringements and fines. Undertake routine investigation into Fines Enforcement queries.

Desirable Requirements:—Well developed customer service skills, together with demonstrated clerical experience.

Enquiries to Charles McClung, Manager Enforcement, Fines Enforcement, Department of Justice, phone (03) 6233 2231, email charles.mcclung@justice.tas.gov.au.

Applications to Daphne Webb, Administrative Support Officer, Recruitment and Establishment, Department of Justice, G.P.O. Box 825, Hobart 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 Charles McClung on (03) 6233 2231.

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***Co-ordinator (Accounting Operations) (000728).**

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$56,854–\$60,476 per annum.

Administrative and Clerical Employees Award, Level 7.

Permanent full-time.

Location:—Hobart.

Duties:—To provide assistance to the Manager (Financial Management Services) in the implementation and co-ordination of appropriate strategies to support efficient financial management and operations for the Department. Provide an advisory service to Departmental employees and managers on accounting policies and practices. Provide appropriate accounting reports and returns. Ensure that the activities of the Accounting Operations team are efficient and effective and meet with relevant procedural guidelines and accounting procedures.

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, fax (03) 6230 2875, 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.

PORT ARTHUR HISTORIC SITE MANAGEMENT
AUTHORITY

ADMINISTRATION

Training Officer (010308).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$49,761–\$51,601 per annum.

Port Arthur Historic Site Staff Agreement 2004, Administration Stream, Level 5.

Permanent full-time 38 hours per week.

Location:—Port Arthur.

Duties:—Perform a broad range of functions including, but not limited to developing, implementing, delivering and co-ordinating the training, development and assessment of staff at the Port Arthur Historic Site Management Authority.

Desirable Requirements:—Current Drivers Licence, Workplace First Aid Level 2, Certificate IV in Training and Assessment.

Enquiries to Carol Armstrong, Human Resources Manager, Port Arthur Historic Site Management Authority, phone (03) 6251 2305, mobile 0407 836211, email carol.armstrong@portarthur.org.au.

Applications to Philip Johnston, Human Resources Co-ordinator, Port Arthur Historic Site Management Authority, Port Arthur, Tas 7182, phone (03) 6251 2357, fax (03) 6251 2322, email philip.johnston@portarthur.org.au.

PREMIER AND CABINET

POLICY DIVISION

Graduate Research Officer (000818).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$38,927–\$49,523 per annum.

Administrative and Clerical Employees Award, Administrative Trainee (Graduate Recruit) A and C, Level 3-1 to 5-1.

Permanent full-time.

Location:—Hobart.

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

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

Enquiries to Tim Bullard, Acting Director, Department of Premier and Cabinet, phone (03) 6233 6452, email Tim.Bullard@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.

PREMIER AND CABINET

SOCIAL INCLUSION UNIT

Executive Officer (001416).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$49,523–\$51,357 per annum.

Administrative and Clerical Employees Award, Level 5.

Permanent full-time.

Location:—Hobart.

Duties:—To provide comprehensive secretarial, clerical, administrative and some policy and project related support to the Director, Social Inclusion.

Desirable Requirements:—Relevant experience in the community sector and/or understanding of social exclusion and disadvantage in Tasmania.

Enquiries to Mellissa Astrinakis, Department of Premier and Cabinet, phone (03) 6233 9488, email Mellissa.Astrinakis@dpac.tas.gov.au.

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

PREMIER AND CABINET

SOCIAL INCLUSION UNIT

Policy Officer (001415).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$64,096–\$67,714 per annum.

Administrative and Clerical Employees Award, Level 8.

Permanent full-time.

Location:—Hobart.

Duties:—Undertake policy research, analysis, development, implementation and review in relation to policies at a strategic level. To provide the Premier and Cabinet with policy advice and comment from a government-wide perspective with particular emphasis on social inclusion.

Desirable Requirements:—Tertiary qualifications in a policy related discipline. Relevant experience in the community sector and/or understanding of social exclusion and disadvantage in Tasmania.

Enquiries to Mellissa Astrinakis, Department of Premier and Cabinet, phone (03) 6233 9488, email Mellissa.Astrinakis@dpac.tas.gov.au.

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

PREMIER AND CABINET
SOCIAL INCLUSION UNIT

Senior Policy and Project Officer (001414).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$85,813 per annum.

Administrative and Clerical Employees Award, Level 12.

Permanent full-time.

Location:—Hobart.

Duties:—Undertake project work relating to key references to the social inclusion unit and contribute to major policy research, analysis, development, implementation and review. In consultation with the Director, provide strategic direction and oversight of the Social Inclusion Unit's research programme and outputs. Provide the Premier and Cabinet with broad based authoritative policy and project advice and comment from a government-wide perspective with particular emphasis on social inclusion.

Desirable Requirements:—Tertiary qualifications in a policy related discipline. Relevant experience in the community sector and/or understanding of social exclusion and disadvantage in Tasmania.

Enquiries to Mellissa Astrinakis, Department of Premier and Cabinet, phone (03) 6233 9488, email Mellissa.Astrinakis@dpac.tas.gov.au.

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

PREMIER AND CABINET
SOCIAL INCLUSION UNIT

Senior Policy Officer (001413).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$76,763 per annum.

Administrative and Clerical Employees Award, Level 10.

Permanent full-time.

Location:—Hobart.

Duties:—Undertake major policy research, analysis, development, implementation and review in relation to policies at a strategic level. Provide the Premier and Cabinet with broad based authoritative policy advice and comment from a government-wide perspective with particular emphasis on social inclusion.

Desirable Requirements:—Tertiary qualifications in a policy related discipline. Relevant experience in the community sector and/or understanding of social exclusion and disadvantage in Tasmania.

Enquiries to Mellissa Astrinakis, Department of Premier and Cabinet, phone (03) 6233 9488, email Mellissa.Astrinakis@dpac.tas.gov.au.

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

PREMIER AND CABINET
TMD
Service Delivery
Infrastructure Management

Infrastructure Support Officer (001356).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$55,020–\$60,476 per annum.

Administrative and Clerical Employees Award, Computer

Systems Officer, Level 2 (A and C Level 6-7).

Permanent full-time.

Location:—Hobart.

Duties:—Provide information systems management services to all customers, within a highly skilled team environment. Exercise professional skills and judgement in the management of these services, utilising the skills of other TMD staff and by managing outside contractors.

Desirable Requirements:—Professional Information Technology knowledge gained through satisfactory completion of an appropriate course of study at a tertiary institution or equivalent experience would be considered an advantage.

Enquiries to Andreas Modinger, Manager LAN and Windows Services, Department of Premier and Cabinet, phone (03) 6233 3888, email Andreas.Modinger@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

INFORMATION AND LAND SERVICES

Crown Land Services

Project Assistant (Crown Land Services) (702778-702784) (7 positions).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$44,019–\$47,675 per annum.

Administrative and Clerical Employees Award, Level 4.

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.

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

Duties:—Provide support to the Crown Land Services Branch assisting with a range of projects in relation to the review and administration of Crown land.

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

Enquiries to Kerrie Jordan, phone (03) 6233 6360, email kerrie.jordan@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

Community Engagement Section Leader (702686).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$56,854–\$60,476 per annum.

Administrative and Clerical Employees Award, Level 7.

Permanent full-time.

Location:—Hobart or Launceston (subject to negotiation).

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

Duties:—Manage the daily operations of the Community Engagement Section of the Fox Eradication Branch. Plan, develop and implement effective and efficient community engagement programmes and communications activities. Contribute to the planning and co-ordination of Branch activities. Provide specialist advice, assistance and support to other Divisional staff in the delivery of community engagement/partnership programmes and provide advice, assistance and support with implementation of the Fox Eradication Programme generally.

Desirable Requirements:—A relevant tertiary qualification. A current motor vehicle drivers 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

INLAND FISHERIES SERVICE

Hatchery Manager (341156).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$62,286–\$67,714 per annum.

Professional Employees Award, Level 2.

Permanent full-time.

Location:—New Norfolk.

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

Duties:—Manage the IFS hatcheries and the Salmon Ponds Complex. Contribute to the management and implementation of inland recreational fishery trout stocking programme. Provide professional advice relating to the licensing of freshwater commercial aquaculture and private fisheries.

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 Aquaculture or Biological Science or an equivalent qualification from a recognised tertiary institution.

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

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

Enquiries to Stuart Chilcott, phone (03) 6261 8072, email chilcott@ifs.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.

TAFE TASMANIA

DELIVERY TEAMS

Art Craft Design

Administrative Assistant (330452).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$38,927–\$42,233 pro rata.

Administrative and Clerical Employees Award, Level 3.

Permanent part-time 0.6 FTE, 44.10 hours per fortnight.

Location:—North West.

Duties:—Experienced clerical level involved in maintenance of TAFE Tasmania's processes and/or maintenance of databases, and/or provision of a client focussed reception service.

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 Hugh Miller, Team Leader Art Craft Design North-West, TAFE Tasmania, phone (03) 6421 5513, email Hugh.Miller@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.

Tasmanian Government Senior Executive Service

PREMIER AND CABINET

SOCIAL INCLUSION UNIT

Deputy Director (001412).

Applications Close:—Wednesday, 9 April 2008.

Salary:—\$93,075–\$102,383 per annum.

Senior Executive, Level 1.

Fixed-term full-time (5 years).

Location:—Hobart.

Duties:—Support the Director of the Social Inclusion Unit to provide strategic direction and advice for consideration by the Premier, Cabinet, Secretary and Social Inclusion Commissioner on key social inclusion references. Provide advice to the Director and contribute to the development of a whole-of-government Social Inclusion Strategy for Tasmania. Work with the Social Inclusion Commissioner and Social Inclusion Unit advisory structures, senior agency staff, business and community groups and visiting national and international authorities to identify opportunities and drive innovation in addressing key social inclusion references and support the Government's social inclusion objectives. Represent the Director in a range of government and non-government forums. Assist the Director to manage the efficient and effective operation of all aspects of the Social Inclusion Unit.

Desirable Requirements:—Tertiary qualifications in a policy related discipline. Relevant experience in the community sector and/or understanding of social exclusion and disadvantage in Tasmania.

Enquiries to Mellissa Astrinakis, Department of Premier and Cabinet, phone (03) 6233 9488, email Mellissa.Astrinakis@dpac.tas.gov.au.

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

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	424752 Policy and Research Officer	R. Dance	6 months	17.03.08
Education	E204786 Permanent Replacement Teacher	E. Marsh	6 months	27.02.08
Health & Human Services	517287 Youth Alcohol and Other Drug Worker	M. Petschar	6 months	17.03.08
Health & Human Services	505930 Enrolled Nurse	D. Reynolds	6 months	16.03.08
Health & Human Services	517403 Project Manager Servers	S. Lincoln	6 months	11.03.08
Health & Human Services	510418 Specialist Orthotist Prosthetist	N. Collins	6 months	17.03.08
Health & Human Services	508282 Therapy Assistant	S. Rees	6 months	06.03.08
Health & Human Services	513496 Registered Nurse Level 1	S. Licht	6 months	11.03.08
Health & Human Services	513717 Medical Scientist	T. D'Silva	6 months	12.03.08
Health & Human Services	504799 Allied Health Professional	M. Roberts	6 months	25.02.08
Health & Human Services	517482 Sewer/Repairer	F. Natoli	6 months	02.04.08
Health & Human Services	515761 Staff Specialist	M. Jose	Nil	20.02.08
Health & Human Services	508540 Registered Nurse	S. Brown	6 months	07.04.08
Health & Human Services	509501 CSD Technician	R. Malham	6 months	31.03.08
Health & Human Services	515132 Registered Nurse Level 1	S. Eilander	6 months	14.03.08
Infrastructure, Energy & Resources	904010 School Crossing Patrol Officer	T. Goss	6 months	27.02.08
Infrastructure, Energy & Resources	904010 School Crossing Patrol Officer	A. Sondergeld	6 months	07.03.08
Justice	356033 Senior Audit and Compliance Officer	G. Dew	6 months	11.03.08
Police & Emergency Management	520271 Station Officer	J. Crome	6 months	03.03.08
Primary Industries & Water	702713 Utility Officer (Animal Care and Handling)	H. Ricardo	6 months	17.03.08
Primary Industries & Water	702403 Utility Officer (Animal Care and Handling)	J. Pelham	6 months	17.03.08
Primary Industries & Water	702404 Utility Officer (Animal Care and Handling)	M. Pepperday	6 months	17.03.08
Primary Industries & Water	702728 Policy Officer	O. Hill	6 months	17.03.08

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>
Environment, Parks, Heritage & the Arts	706204 Planning Officer	A. Bishop	16 weeks	2 years
Environment, Parks, Heritage & the Arts	706188 Program Officer - Residencies	D. Edgar	N/A	until 24 Decemner 2009
Environment, Parks, Heritage & the Arts	706133 Technical Officer	K. Brett	16 weeks	2 years
Treasury & Finance	723813 Administrative Officer	S. Fehlberg	3 months	20 months

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	515728 & 516968 Business Support and Communications Officer and Senior Executive Support Officer	J. Kloosterman	Environment, Parks, Heritage & the Arts	706026 Executive Officer - Business Support	11.03.08
Environment, Parks, Heritage & the Arts	330753 Ranger	M. Jones	Primary Industries & Water	702690 Ranger Wildlife Operations	18.03.08

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	705893 Project Officer	J. Drake	Economic Development & Tourism	705952 Co-ordinator Advertising and Creative Services	03.03.08
Environment, Parks, Heritage & the Arts	700474 Computer Systems Officer	L. Mahar	Environment, Parks, Heritage & the Arts	706216 Senior Systems Administrator	12.03.08
Environment, Parks, Heritage & the Arts	330846 Field Officer	S. Everts	Environment, Parks, Heritage & the Arts	340283 Ranger	12.03.08
Health & Human Services	504483 Clinical Nurse	M. Parr	Health & Human Services	516405 Quality and Clinical Improvemant Midwife	16.03.08
Health & Human Services	502919 System Admin/Help Desk Support	S. Hill	Health & Human Services	517378 Consultant Application Administrator	10.03.08
Health & Human Services	505651 Executive Assistant	M. Benton	Health & Human Services	517225 Executive Support Officer	17.03.08
Health & Human Services	509815 Registered Nurse	A. Hudson	Health & Human Services	510013 Clinical Nurse	16.03.08
Health & Human Services	503484 Food Services Assistant (Trolley Dispatcher)	N. Standage	Health & Human Services	503402 Holding Room Supervisor	20.04.08
Health & Human Services	513904 CSD Technician	K. Shorter	Health & Human Services	510198 Pathology Data Entry Clerk	17.03.08
Health & Human Services	516907 Chef	S. Hutchison	Health & Human Services	502024 Food Services Supervisor	12.03.08
Health & Human Services	508284 Therapy Assistant	R. Booth	Health & Human Services	513848 Administrative Assistant	13.03.08
Health & Human Services	512955 Holding Position	J. Robinson	Health & Human Services	517180 Principal Consultant Aged Care and Community Rehabilitation	31.03.08
Infrastructure, Energy & Resources	372058 HR Consultant	B. Beltz	Infrastructure, Energy & Resources	371582 Senior HR Consultant	11.03.08
Infrastructure, Energy & Resources	371771 Applications Support Officer	G. Humphries	Infrastructure, Energy & Resources	372031 Systems Analyst	17.03.08
Infrastructure, Energy & Resources	371893 Geoscientist/Geomorphologist	A. Hammond	Infrastructure, Energy & Resources	372050 Geoscientist	12.03.08
Justice	350332 Human Resources Officer	J. Whitbread	Justice	354957 Senior Enforcement Officer	12.03.08
Primary Industries & Water	701376 Financial Systems Officer	Greg Freeman	Premier & Cabinet	001367 Manager, Budget Processes and System Support	11.03.08
Environment, Parks, Heritage & the Arts	330753 Ranger	M.Jones	Primary Industries & Water	702690 Ranger Wildlife Operations	18.03.08
Treasury & Finance	555560 Property Officer	A. Welsh	Primary Industries & Water	702743 Senior Property Officer Sales	17.03.08
Treasury & Finance	724000 Senior Business Analyst	S. Wilson	Treasury & Finance	723985 Senior Business Analyst	11.03.08

Retirement of Permanent Employees

<i>Agency</i>	<i>Position No. and Title</i>	<i>Occupant's Name</i>	<i>Date Effective</i>
Health & Human Services	507877 Cleaner	C. G. Lockwood	11.09.08
Health & Human Services	504468 Enrolled Nurse	P. Blackman	22.03.08

Resignation of Permanent Employees

<i>Agency</i>	<i>Position No. and Title</i>	<i>Occupant's Name</i>	<i>Date Effective</i>
Environment, Parks, Heritage & the Arts	705338 Aboriginal Heritage Services Support Officer	K. Cowley	14.03.08
Health & Human Services	503911 Registered Nurse	A. Cottrell	08.03.08
Health & Human Services	511704 Youth Worker	B. McClifty	31.01.08
Health & Human Services	501296 Specialist Dental Prosthetist	C. Nebesney	06.03.08
Health & Human Services	501665 Intake Worker CPARS	R. Hales	07.03.08
Health & Human Services	502077 Nutrition Manager	R. Kirkham	07.03.08
Health & Human Services	502045 Physiotherapist	K. Doyle	29.02.08
Health & Human Services	506486 Home Help Personal Carer	M. J. Holmes	27.02.08
Health & Human Services	514294 Radiation Therapist	L. Bun Ma	12.03.08
Health & Human Services	502684 Home Help Personal Carer	L. A. Dell	14.03.08
Justice	355806 Statistical Officer	LP Khull	14.03.08
Premier & Cabinet	001233 Senior Database Administrator	C. Bufton	14.03.08
Primary Industries & Water	702473 Graduate Policy Officer	K. Vellar	18.03.08
Primary Industries & Water	701951 Graduate Policy Analyst	R. Swan	18.03.08
Primary Industries & Water	700384 Clerk	S. Page	04.03.08

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