



TASMANIAN STATE SERVICE NOTICES

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

Vacancies—General Information

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

www.jobs.tas.gov.au

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

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

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

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

Further Information

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

Submission of Applications

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

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

Fixed-Term Appointment

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

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

Fixed-Term Employment Registers

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

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

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

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

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

Government Gazette:—

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

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

ECONOMIC DEVELOPMENT AND TOURISM

INDUSTRY DEVELOPMENT DIVISION

Investment, Attraction and Business Services

Senior Project Manager (424462).

Applications Close:—Friday, 3 October 2008.

Salary:—\$76,763 per annum.

Administrative and Clerical Employees Award, Level 10.

Permanent full-time.

Location:—Hobart.

Duties:—As a member of the Investment Attraction and Business Services team, undertake complex economic and industry research and investigations and prepare associated policy advice which support the ongoing development of the State's Industry Development Plan and achievement of Departmental goals and objectives.

Manage designated projects, provide specialist consultative advice and undertake high quality research and analysis on economic and industry development issues of relevance to the Government and the business community to make a significant contribution to balanced and sustainable economic development in Tasmania.

Desirable Requirements:—A relevant tertiary or industry recognised qualifications and/or professional affiliations. A current driver's licence.

Enquiries to Melissa Honey for a copy of the Statement of Duties on (03) 6233 5869 or email Melissa.Honey@development.tas.gov.au. For further information about the position please contact Peter Rowell, General Manager, phone (03) 6233 5761, email Peter.Rowell@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

Resources and Infrastructure Development

Project Officer (424149).

Applications Close:—Friday, 3 October 2008.

Salary:—\$53,188–\$55,020 per annum.

Administrative and Clerical Employees Award, Level 6.

Permanent full-time.

Location:—Hobart.

Duties:—To contribute to balanced and sustainable economic development in Tasmania, with a particular focus on resource processing and energy based industries, property and tourism infrastructure development by assisting with selected projects of strategic significance to Tasmania under the guidance of more senior officers.

As a member of the Resources and Infrastructure Development Unit, contribute to the expansion, diversification and sustainable development of industry in Tasmania.

Desirable Requirements:—Relevant tertiary or industry recognised qualifications and affiliations are desirable. A current drivers licence.

Enquiries to Derek Goode, Project Manager, Department of Economic Development and Tourism, phone (03) 6233 5927, email Derek.Goode@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

TOURISM TASMANIA

Organisational Development and Strategy

Co-ordinator Trend Analysis (705927).

Applications Close:—Friday, 3 October 2008.

Salary:—\$64,096–\$67,714 per annum.

Tourism Tasmania Staff Award, Administrative and Clerical, Level 8.

Permanent full-time.

Location:—Hobart.

Duties:—Facilitate, identify and develop tourism opportunities that build on the Tourism Tasmania Corporate Plan and provide a consultative service to senior management in implementing the Plan.

Support the business activities of Tourism Tasmania through the provision of strategic intelligence on the composition of the tourism industry and tourism trends generally with specific emphasis on the impact of Tourism Tasmania's marketing, distribution and industry development intervention points.

Desirable Requirements:—A relevant tertiary qualification and/or proven management experience and achievement in a similar role.

Enquiries to Rebecca Kime for a copy of the Statement of Duties on (03) 6230 8121 or email Rebecca.Kime@tourism.tas.gov.au. For further information about the position please contact Mark Poll, Manager Consumer Research, phone (03) 6230 8135, email Mark.Poll@tourism.tas.gov.au.

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

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

EDUCATION

CORPORATE SERVICES

Finance, Facilities and Business Strategy

Facility Services

Facility Management

Facility Management Officer (963827).

Applications Close:—Friday, 3 October 2008.

Salary:—\$53,188–\$55,020 per annum.

Administrative and Clerical Employees Award, Level 6.

Permanent full-time.

Location:—Hobart.

Description of the Role:—Provide advice on facility management, maintenance and utilisation matters to site managers and departmental management. Undertake project management of assigned projects with general supervision, including liaison with all stakeholders.

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:—A current driver's 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 vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to David Bower, Department of Education, phone (03) 6233 7229, email david.bower@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

CORPORATE SERVICES

Information and Technology Services

Schools and Client IT Support

Network Support Officer— Re-advertised (963529).

Applications Close:—Friday, 3 October 2008.

Salary:—\$34,648–\$37,378 per annum.

Administrative and Clerical Employees Award, Level 2.

Permanent full-time.

Location:—Learning Services (South).

Description of the Role:—To provide general ICT administrative and support tasks and duties for

departmental computer systems. To provide support and professional development and training for staff and students using ICT resources, including troubleshooting and hardware support.

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:—Certificate III or IV in Information Technology. Department of Education ITS Network Support Officer Accreditation. A current driver's 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 vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Neville Laird, Department of Education, phone (03) 6233 6880, email neville.laird@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

ELIZABETH COLLEGE

Advanced Skills Teacher, VET Automotive (204835).

Applications Close:—Friday, 3 October 2008.

Salary:—\$77,046 per annum.

Teaching Service (TPS) Award, Advanced Skills Teacher, Band 2.

Permanent full-time From 2 February 2009.

Location:—Elizabeth College.

Description of the Role:—To implement and manage appropriate learning programmes for students and to assess individual student progress. To assist the Principal in the general educational leadership, management and administration of a particular sector 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. Ability to teach VET Automotive.

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

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications: Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Graeme Young, Department of Education, phone (03) 6235 6555, email graeme.young@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

ELIZABETH COLLEGE

Teacher, VET Automotive/Science (204858).

Applications Close:—Friday, 3 October 2008.

Salary:—\$44,449–\$71,133 per annum.

Teaching Service (TPS) Award, Teacher.

Permanent full-time from 2 February 2009.

Location:—Elizabeth College.

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

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

The 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:—Ability to teach VET Automotive/Science. 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 vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Greg Calvert, Department of Education, phone (03) 6235 6589, email greg.calvert@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

HELLYER COLLEGE

Senior IT Support Officer (963811).

Applications Close:—Friday, 3 October 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:—Hellyer College.

Description of the Role:—Ensure the provision of an effective and efficient ICT client support service within the College environment. Plan and implement troubleshooting, hardware support and software management strategies. The provision of supervision, training and leadership for other ICT support staff.

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 two years experience in the delivery of ICT support and infrastructure services. A current driver's licence. Department of Education ITS Accreditation.

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications: Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Jeff Beddows, Department of Education, phone (03) 6435 5201, email jeff.beddows@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Pathway Planning Officer—7 Vacancies.

Applications Close:—Friday, 3 October 2008.

Salary:—\$53,188–\$55,020 pro rata.

Administrative and Clerical Employees Award, Level 6.

Vacancy No. 962924.

Permanent full-time.

Location:—Launceston.

Vacancy No. 962601.

Permanent full-time.

Location:—Launceston.

Vacancy No. 963181.

Permanent part-time 58.8 hours per fortnight.

Location:—Launceston.

Vacancy No. 962923.

Permanent part-time 29.4 hours per fortnight.

Location:—Launceston.

Vacancy No. 962925.

Permanent part-time 29.4 hours per fortnight.

Location:—Launceston.

Vacancy No. 963178.

Permanent part-time 44.1 hours per fortnight.

Location:—Launceston.

Vacancy No. 962764.

Permanent part-time 7.35 hours per fortnight.

Location:—Launceston.

Description of the Role:—Provide pathway planning and transition support for young people aged 13-17 in a secondary school environment.

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

Enquiries to Christine Storey, Department of Education, phone (03) 6336 4407, email christine.storey@education.tas.gov.au@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Brooks High School

School Officer Clerk (305083).

Applications Close:—Friday, 3 October 2008.

Salary:—\$38,927–\$42,233 per annum.

Administrative and Clerical Employees Award, Level 3.

Permanent full-time From 1 November 2008.

Location:—Brooks 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.

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications: Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Leonie Johnston, Department of Education, phone (03) 6324 7200, email leonie.johnston@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Deloraine High School

School Attendant, Cleaning (952563).

Applications Close:—Friday, 3 October 2008.

Salary:—\$33,637 pro rata.

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

Permanent part-time 30 hours per fortnight 52 weeks per year.

Location:—Deloraine High 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, with a statement addressing the selection criteria, relevant personal details and work history.

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications: Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Berice Van Der Aa, Department of Education, phone (03) 6362 2742, email berice.van.der.aa@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Hagley Farm Primary School

Clerk (952358).

Applications Close:—Friday, 3 October 2008.

Salary:—\$34,648–\$37,378 per annum.

Administrative and Clerical Employees Award, Level 2.

Permanent part-time 28 hours per fortnight for up to 42 weeks per year.

Location:—Hagley Farm Primary School.

Description of the Role:—Under direction carry out routine clerical and keyboard support 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 vacancy 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 Lyn Brewer phone (03) 6392 2272 email lynette.brewer@education.tas.gov.au.

Enquiries to Peter Kearney, Department of Education, phone (03) 6392 2272, email peter.kearney@education.tas.gov.au.

Applications to Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, Tas, 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Summerdale Primary School

School Attendant, Cleaning (952552).

Applications Close:—Friday, 3 October 2008.

Salary:—\$33,637 pro rata.

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

Permanent part-time 20 hours per fortnight 52 weeks per year.

Location:—Summerdale 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, with a statement addressing the selection criteria, relevant personal details and work history.

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications: Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Alison Tuskin, Department of Education, phone (03) 6344 5333, email alison.tuskin@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Trevallyn Primary School

Clerk (984478).

Applications Close:—Friday, 3 October 2008.

Salary:—\$34,648–\$37,378 per annum.

Administrative and Clerical Employees Award, Level 2.

Permanent part-time 29.40 hours per fortnight for up to 42 weeks per year.

Location:—Trevallyn Primary School.

Description of the Role:—Under direction carry out routine clerical and keyboard support 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 vacancy 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 Angela Bailey phone (03) 6331 9657 email angela.bailey@education.tas.gov.au.

Enquiries to Cheryl McFadzean, Department of Education, phone (03) 6331 9657, email cheryl.mcfadzean@education.tas.gov.au.

Applications to Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, Tas, 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

*Learning Services (North-West)***Pathway Planning Officer—3 Vacancies.**

Applications Close:—Friday, 3 October 2008.

Salary:—\$53,188–\$55,020 pro rata.

Administrative and Clerical Employees Award, Level 6.

Vacancy No. 963356.

Permanent part-time 58.8 hours per fortnight.

Location:—Burnie.

Vacancy No. 962928.

Permanent part-time 58.8 hours per fortnight.

Location:—Burnie.

Vacancy No. 963182.

Fixed-term part-time 44.1 hours per fortnight from 2 February 2009 to 31 December 2010.

Location:—Burnie.

Description of the Role:—Provide pathway planning and transition support for young people aged 13–17 in a secondary school environment.

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

Enquiries to Trudy Durkin, Department of Education, phone (03) 6434 6313, email trudy.durkin@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Devonport High School

School Attendant (952506).

Applications Close:—Friday, 3 October 2008.

Salary:—\$33,637 per annum.

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

Permanent full-time, from as soon as possible.

Location:—Devonport High 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, with a statement addressing the selection criteria, relevant personal details and work history.

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications: Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Sue Emery, Department of Education, phone (03) 6424 9461, email sue.emery@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

East Devonport Primary School

Assistant Principal (200725).

Applications Close:—Friday, 3 October 2008.

Salary:—\$86,228 per annum.

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

Permanent full-time From 9 February 2009.

Location:—East Devonport Primary 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, with a statement addressing the selection criteria, relevant personal details and work history.

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications: Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying

for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to David Templeton, Department of Education, phone (03) 6427 8932, email david.templeton@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Mountain Heights School

Teacher—8 Vacancies.

Applications Close:—Friday, 3 October 2008.

Salary:—\$44,449–\$71,133 pro rata.

Teaching Service (TPS) Award, Teacher.

Vacancy No. 200378, Early Childhood Education.

Permanent full-time.

Location:—Mountain Heights School.

Vacancy No. 200372, Early Childhood Education.

Permanent full-time.

Location:—Mountain Heights School.

Vacancy No. 200380, Primary.

Permanent full-time.

Location:—Mountain Heights School.

Vacancy No. 200293, Middle School.

Permanent full-time.

Location:—Mountain Heights School.

Vacancy No. 200304, Grade 9 and SOSE.

Permanent full-time.

Location:—Mountain Heights School.

Vacancy No. 200297, Music.

Permanent part-time 42 hours per fortnight.

Location:—Mountain Heights School.

Vacancy No. 200302, In School Support.

Permanent full-time.

Location:—Mountain Heights School.

Vacancy No. 200303, In School Support.

Permanent full-time.

Location:—Mountain Heights School.

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

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

The 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:—Ability to teach Early Childhood Education. Vacancy No. 200378 and 200372. Ability to teach Primary School. Vacancy No. 200380. Ability to teach Middle School. Vacancy No. 200293. Ability to teach Year 9 and SOSE. Vacancy No. 200304. Ability to teach Music. Vacancy No. 200297. Ability to teach In School Support. Vacancy No. 200302 and 200303.

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

Enquiries to Miep Sheahen, Department of Education, phone (03) 6471 1977, email miep.sheahen@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Parklands High School

Teacher, Middle School (200338).

Applications Close:—Friday, 3 October 2008.

Salary:—\$44,449–\$71,133 per annum.

Teaching Service (TPS) Award, Teacher.

Permanent full-time.

Location:—Parklands High School.

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

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

The 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:—Ability to teach Middle School. 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 vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Ann Walker, Department of Education, phone (03) 6433 0206, email ann.walker@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Rosebery District High School

Teacher—2 Vacancies.

Applications Close:—Friday, 3 October 2008.

Salary:—\$44,449–\$71,133 per annum.

Teaching Service (TPS) Award, Teacher.

Vacancy No. 200424, Early Childhood Education.

Permanent full-time.

Location:—Rosebery District High School.

Vacancy No. 200412, English/SOSE.

Permanent full-time.

Location:—Rosebery District High School.

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

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

The 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:—Ability to teach English/SOSE, SSV No. 200412. Ability to teach Early Childhood Education SSV No. 200424. 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 vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Alex Downes, Department of Education, phone (03) 6473 1223, email alex.downes@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Sheffield School

Advanced Skills Teacher (201092).

Applications Close:—Friday, 3 October 2008.

Salary:—\$77,046 per annum.

Teaching Service (TPS) Award, Advanced Skills Teacher, Band 2.

Permanent full-time From 9 February 2009.

Location:—Sheffield School.

Description of the Role:—To implement and manage appropriate learning programmes for students and to assess individual student progress. To assist the Principal in the general educational leadership, management and administration of a particular sector 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, with a statement addressing the selection criteria, relevant personal details and work history.

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications: Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Malcolm Moore, Department of Education, phone (03) 6244 1302, email malcolm.moore@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Sheffield School

School Office Clerk (952878).

Applications Close:—Friday, 3 October 2008.

Salary:—\$38,927–\$42,233 per annum.

Administrative and Clerical Employees Award, Level 3.

Permanent full-time from as soon as possible.

Location:—Sheffield 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.

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications: Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Charmaine Butcher, Department of Education, phone (03) 6491 1302, email charmaine.butcher@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Sheffield School

Teacher, Home Economics (201111).

Applications Close:—Friday, 3 October 2008.

Salary:—\$44,449–\$71,133 pro rata.

Teaching Service (TPS) Award, Teacher.

Permanent part-time 28 hours per fortnight from 9 February 2008.

Location:—Sheffield School.

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

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

The 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:—Ability to teach Home Economics. 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 vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Malcolm Moore, Department of Education, phone (03) 6491 1302, email malcolm.moore@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Smithton Primary School

Teacher—3 Vacancies.

Applications Close:—Friday, 3 October 2008.

Salary:—\$44,449–\$71,133 per annum.

Teaching Service (TPS) Award, Teacher.

Vacancy No. 200511, Primary.

Permanent full-time.

Location:—Smithton Primary School.

Vacancy No. 200498, Primary.

Permanent full-time.

Location:—Smithton Primary School.

Vacancy No. 960325, Early Childhood Education.

Permanent full-time.

Location:—Smithton Primary School.

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

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

The 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:—Ability to teach Primary School, SSV No. 200511 and 200498. Ability to teach Early Childhood Education, SSV no. 960325. 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 vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Jim Dineen, Department of Education, phone (03) 6452 1955, email jim.dineen@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Strahan Primary School

Teacher, Primary (200549).

Applications Close:—Friday, 3 October 2008.

Salary:—\$44,449–\$71,133 per annum.

Teaching Service (TPS) Award, Teacher.

Permanent full-time.

Location:—Strahan Primary School.

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

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

The 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:—Ability to teach Primary. 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 vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Sally Campbell, Department of Education, phone (03) 6471 7282, email sally.campbell@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Zeehan Primary School

Teacher, Primary (200694).

Applications Close:—Friday, 3 October 2008.

Salary:—\$44,449–\$71,133 per annum.

Teaching Service (TPS) Award, Teacher.

Permanent full-time.

Location:—Zeehan Primary School.

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

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

The 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:—Ability to teach Primary. 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 vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Janet Mackenzie, Department of Education, phone (03) 6471 6133, email janet.mackenzie@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (South)

Blackmans Bay Primary School

Advanced Skills Teacher (204052).

Applications Close:—Friday, 3 October 2008.

Salary:—\$77,046 per annum.

Teaching Service (TPS) Award, Advanced Skills Teacher, Band 2.

Permanent full-time.

Location:—Blackmans Bay Primary School.

Description of the Role:—To implement and manage appropriate learning programmes for students and to assess individual student progress. To assist the Principal in the general educational leadership, management and administration of a particular sector 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, with a statement addressing the selection criteria, relevant personal details and work history.

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications: Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Anthony Burrows, Department of Education, phone (03) 6229 6637, email anthony.burrows@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (South)

Huonville High School

Advanced Skills Teacher (204575).

Applications Close:—Friday, 3 October 2008.

Salary:—\$77,046 per annum.

Teaching Service (TPS) Award, Advanced Skills Teacher, Band 2.

Permanent full-time.

Location:—Huonville High School.

Description of the Role:—To implement and manage appropriate learning programmes for students and to assess individual student progress. To assist the Principal in the general educational leadership, management and administration of a particular sector 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, with a statement addressing the selection criteria, relevant personal details and work history.

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications: Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Alison Grant, Department of Education, phone (03) 6264 8800, email alison.grant@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

ROSNY COLLEGE

Advanced Skills Teacher (202099).

Applications Close:—Friday, 3 October 2008.

Salary:—\$77,046 per annum.

Teaching Service (TPS) Award, Advanced Skills Teacher, Band 2.

Permanent full-time From as soon as possible.

Location:—Rosny College.

Description of the Role:—To implement and manage appropriate learning programmes for students and to assess individual student progress. To assist the Principal in the general educational leadership, management and administration of a particular sector 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, with a statement addressing the selection criteria, relevant personal details and work history.

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications: Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Robin Fox, Department of Education, phone (03) 6244 9201, email robin.fox@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

TEACHERS' REGISTRATION BOARD

Manager Professional Standards and Registration (963825).

Applications Close:—Friday, 3 October 2008.

Salary:—\$92,640 per annum.

Teaching Service (TPS) Award, Band 3, Level 4.

Permanent full-time, Non-Teaching Conditions.

Location:—Hobart.

Description of the Role:—Manage the Board's 'Provisional Registration' to 'Full Registration' processes. Provide leadership and expertise in the professional teaching standards and strategic advice to the CEO on matters relating to professional teaching standards and teacher registration.

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:—Post graduate qualifications in education. Assessor qualifications. A current driver's 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 vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Penny Cocker, Department of Education, phone (03) 6233 5682, email penny.cocker@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

ENVIRONMENT, PARKS, HERITAGE AND THE ARTS

ENVIRONMENT

Project Manager (Sustainability) (706307).

Applications Close:—Friday, 3 October 2008.

Salary:—\$71,326–\$73,143 per annum.

Administrative and Clerical Employees Award, Level 9.

Fixed-term full-time for 12 months.

Location:—Hobart.

Duties:—Manage the Agency-wide project on 'Reducing Our Carbon Footprint' including co-ordinating the work and input of the project team's members from a variety of Divisions within the agency.

Contribute to other projects being managed by the Sustainability Section of the Environment Division including the implementation of the rating scheme National Australian Built Environment Rating System (NABERS) in Tasmania.

Desirable Requirements:—The successful completion of a tertiary qualification as well as a current motor vehicle driver's licence.

Enquiries to Carinda Rue, Section Head, Sustainability for further information regarding the vacancy, phone (03) 6233 2428 or email Carinda.Rue@environment.tas.gov.au. For a copy of the Statement of Duties, contact Sally Arnold, phone (03) 6233 6506, email Sally.Arnold@environment.tas.gov.au.

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

ENVIRONMENT, PARKS, HERITAGE AND THE ARTS

PARKS AND WILDLIFE SERVICE

Operations and Performance

Northern Region

Visitor Services Officer (705559).

Applications Close:—Friday, 3 October 2008.

Salary:—\$38,927–\$42,233 per annum.

Administrative and Clerical Employees Award, Level 3.

Permanent full-time.

Location:—Freycinet National Park.

Duties:—To assist the Visitor Service Staff with the day to day running of the visitor Centre including the retail shop, visitor information and the collection and accounting for entry fees from visitors to national parks.

To ensure a high standard of customer service and accuracy is maintained in the provision of advice and

information to visitors regarding recreational activities, safety, minimal impact park use, features and facilities of national parks.

Desirable Requirements:—A current motor vehicle drivers licence and a current Workplace Level 2 First Aid Certificate.

Enquiries to David Adams, Visitor Services Co-ordinator, for more information about the vacancy, phone (03) 6256 7005, email David.Adams@parks.tas.gov.au or Rowena Lundie, for a copy of the Statement of Duties, phone (03) 6336 5267, email Rowena.Lundie@parks.tas.gov.au.

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

ENVIRONMENT, PARKS, HERITAGE AND THE ARTS

PARKS AND WILDLIFE SERVICE

Operations and Performance

Southern Region

Wildlife Ranger Macquarie Island (705638).

Applications Close:—Friday, 3 October 2008.

Salary:—\$38,927–\$40,547 per annum.

Parks and Wildlife Service Agreement 1996, Level 2.

Fixed-term full-time for 16 months.

Location:—Macquarie Island.

Allowances:—Employees specifically employed in Macquarie Island roles are entitled to the following allowances:.

Antarctic Allowance, \$9,916 pa.

Common Duties, \$10,392 pa.

Overtime allowance is 50% of a substantive salary up to a maximum of \$27,510 pa.

Essential Qualifications:—Be certified as fit for Macquarie Island service by the Australian Antarctic Division's Polar Medicine Branch after tests conducted by or on behalf of a Health Services Australia Medical Officer. Be rated as suitable for Macquarie Island service against core behavioural criteria. (Some assessments will be made by the Directorate of Psychology – Army). Hold a current St John's Workplace Level 2 first aid certificate. Hold a current motor vehicle driver's licence.

Duties:—Assist the Macquarie Island Ranger-in-charge in the delivery of programmes and services on Macquarie Island, in accordance with the Island's status as a Nature Reserve, Biosphere Reserve and World Heritage Area, and as described in the annual works programme. The works programme will include nature conservation, cultural heritage, tourism and infrastructure management.

Desirable Requirements:—Relevant experience in the management of sub-antarctic reserves areas or similar land management reserves experience would be an advantage. A relevant tertiary qualification. A Wilderness First Aid Certificate. Holder of a current firearm licence.

Enquiries to Ian Marmion, Executive Officer, Macquarie Island, for more information about the vacancy, phone (03) 6233 7876, email Ian.Marmion@parks.tas.gov.au or Brad Griggs, for a copy of the Statement of Duties, phone (03) 6233 8532, email Bradley.Griggs@parks.tas.gov.au.

Applications to address the selection criteria outlined in the Statement of Duties, quote vacancy number and

be addressed to, Sallyanne Fisher, Human Resources, Department of Environment, Parks, Heritage and the Arts, G.P.O. Box 771, Hobart 7001, phone (03) 6233 5914, fax (03) 6233 5907, email applications@depha.tas.gov.au.

HEALTH AND HUMAN SERVICES

Exciting Opportunities for Registrars (Various).

Applications Close:—Friday, 3 October 2008.

Salary:—To be negotiated.

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

Fixed-term full-time 12 month programme.

Location:—North West Regional Hospital, Launceston General Hospital and the Royal Hobart Hospital.

Registrar positions are currently available at each of our major hospitals: the North West Regional Hospital (NWRH), the Launceston General Hospital (LGH) and the Royal Hobart Hospital (RHH).

Before applying online (below) please visit <http://www.dhhs.tas.gov.au/careers> for information about these hospitals and the opportunities they represent.

ENQUIRIES:—

Royal Hobart Hospital—(03) 6222 8114.

Launceston General Hospital—(03) 6348 7578.

North West Regional Hospital—(03) 6440 8000.

Essential Requirements:—A Medical Practitioner who holds general, conditional or conditional registration for special purposes, registration under the provisions of the Medical Practitioners Registration Act 1996 and who has had a minimum of two year's post graduate experience and is undertaking a course of study to obtain a specialist qualification which is recognised under the provisions of the Commonwealth/State Agreement on Mutual Recognition. To be employed at this level the medical practitioner must be employed in a recognised Registrar position.

HEALTH AND HUMAN SERVICES

BUSINESS SERVICES NETWORK

Facilities Management

Contracts and Maintenance

Energy and Contract Performance Analyst (500659).

Applications Close:—Friday, 3 October 2008.

Salary:—\$63,340–\$66,962 per annum.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—Provide high level policy advice, analysis and develop strategies to optimise energy efficiency in DHHS buildings with particular reference to the Department's climate change policies as well as reducing costs.

Desirable Requirements:—Extensive knowledge and understanding of contracts, their preparation and management, including their legal and practical implications. Demonstrated ability to manage (develop and implement) a strategic energy management plan with provides the optimal balance between energy reduction and service need. Demonstrated ability to manage contractor performance and take appropriate and innovative action to ensure that contracts are effectively managed so that Departments objectives are met.

Enquiries to Wayne Eastley, Department of Health and Human Services, phone (03) 6233 6847, email wayne.eastley@dhhs.tas.gov.au.

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

HEALTH AND HUMAN SERVICES

BUSINESS SERVICES NETWORK

Financial Services

Principal Finance Officer (500311).

Applications Close:—Friday, 3 October 2008.

Salary:—\$76,007 per annum.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream, Level 10.

Permanent full-time day work.

Location:—Hobart.

Duties:—Assist the Manager, Budget and Reporting in financial management and reporting for the Department and the development and implementation of financial policies, procedures and controls throughout the Agency.

Desirable Requirements:—High-level management and leadership skills together with a knowledge of contemporary management and organisational practices. A demonstrated capacity to work as part of a team in a changing environment including an ability to implement and manage change, work under pressure and meet strict timeframes. Demonstrated ability to understand, research, investigate and analyse complex financial and budget management issues and make appropriate recommendations. Experience working in an accrual environment and a degree in Accounting or Commerce plus CPA or CA membership would be an advantage.

Enquiries to Patrick Cummins, Department of Health and Human Services, phone (03) 6233 4059, email patrick.cummins@dhhs.tas.gov.au.

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

HEALTH AND HUMAN SERVICES

BUSINESS SERVICES NETWORK

Information Services

Application Solutions Information Services

IT Consultant (Application Administration) (518343).

Applications Close:—Friday, 3 October 2008.

Salary:—\$63,340–\$66,962 per annum.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream Computer Systems Officer, Level 8 (CSO 3).

Permanent full-time day work.

Location:—Hobart.

Duties:—Provide high level technical support in the design, installation, maintenance and administration of the Agency's IT applications. Undertake an advisory and consultative role to senior managers across the Agency by providing high level technical advice and by managing relationships with software vendors.

Desirable Requirements:—Demonstrated high-level experience and skills in Application Administration including a demonstrated ability to support and administer

multiple core enterprise applications that demands high availability across disperse geographic locations. Demonstrated high-level experience and skills in all areas of Application Administration, including but not limited to application upgrade, test, and change management, issue identification, tracking, and resolution, backup and disaster recovery, monitoring and auditing and security management. High-level experience in data manipulation, including SQL skills and the design and production of reports using report-writing software such as Crystal Report Writer or SQL Reporting Services.

Enquiries to Dana Purton, Department of Health and Human Services, phone (03) 62333141, email dana.purton@dhhs.tas.gov.au.

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

HEALTH AND HUMAN SERVICES

BUSINESS SERVICES NETWORK

Information Services

ICT Infrastructure

Senior IT Officer (Servers) (500313).

Applications Close:—Friday, 3 October 2008.

Salary:—\$54,291–\$59,721 per annum.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream Computer Systems Officer Level 6-7 (CSO 2).

Permanent full-time day work.

Location:—Hobart.

Duties:—As part of the IT Servers team ensure that all IT Server based Systems are operational to agreed standards of service, provide systems administration functions, undertake tasks related to a range of server, storage and other ICT related projects and undertake a liaison role to Agency staff by providing technical advice and supporting the resolution of complex day to day problems.

Desirable Requirements:—Demonstrated experience and skills in server based systems administration functions and support services, especially in Microsoft based technologies, within a large organisation. Demonstrated experience and skills in the provision of computer networks, storage and database technical support within a large organisation. Demonstrated liaison and advisory skills including an understanding of contemporary concepts and trends in IT and Communications and the ability to work in a team environment.

Enquiries to Sim Alam, Department of Health and Human Services, phone (03) 6233 6072, email sim.alam@dhhs.tas.gov.au.

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

HEALTH AND HUMAN SERVICES

COMMUNITY HEALTH SERVICES

Mental Health Services

North

Clinical Nurse Specialist (504823).

Applications Close:—Friday, 3 October 2008.

Salary:—\$69,312–\$70,005 per annum.

Nurses (TPS) Award, Clinical Nurse Specialist.

Permanent full-time day worker.

Location:—Launceston General Hospital.

Duties:—The Clinical Nurse Specialist will provide expert knowledge and manage an advanced clinical practice framework for the management of patients within a designated practice setting. Within the multi-disciplinary team, develop, implement, co-ordinate and evaluate relevant activities to improve patient outcomes.

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.

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 Jan Dorman, Department of Health and Human Services, phone (03) 63487765, email jan.dorman@dhhs.tas.gov.au.

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

HEALTH AND HUMAN SERVICES

COMMUNITY HEALTH SERVICES

Primary Health

Administrative Assistant (505407).

Applications Close:—Friday, 3 October 2008.

Salary:—\$38,464–\$41,681 per annum.

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

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

Location:—Launceston or Hobart.

Duties:—To provide efficient and effective administrative and clerical support service to the Safety and Quality Unit with particular reference to policy and aged care accreditation issues.

Desirable Requirements:—Demonstrated ability to perform administrative and clerical duties with accuracy and proficiency. A high level of computer skills, including the ability to efficiently operate word processing, spreadsheet and database systems. Well developed oral, written and interpersonal communication skills, appropriate to the undertaking of administrative and reception duties in a senior management environment.

Enquiries to Gina Butler, Department of Health and Human Services, phone (03) 6336 5491, email gina.butler@dhhs.tas.gov.au.

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

HEALTH AND HUMAN SERVICES

COMMUNITY HEALTH SERVICES

Primary Health

Domestic Services Officer (512923).

Applications Close:—Friday, 3 October 2008.

Salary:—\$34,059–\$34,606 pro rata.

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

Fixed-term casual shift worker, working as and when required from as soon as possible for a period of 2 years.

Location:—St Marys.

Duties:—To provide a high standard of cleaning services within the St Mary's Community Health Centre, which conforms with established hospital protocols and procedures and to assist in the preparation and delivery of meals to patients and staff.

Desirable Requirements:—Demonstrated knowledge and experience in the provision of cleaning services in a health related environment. Sound interpersonal and communication skills, together with an understanding of the needs and comforts of patients utilising Hospital services. Basic literacy and numeracy skills.

Enquiries to Karen O'Shea, Department of Health and Human Services, phone (03) 63722111, email smhc.manager@dhhs.tas.gov.au.

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

HEALTH AND HUMAN SERVICES

COMMUNITY HEALTH SERVICES

Primary Health

Aged Rural and Community Health

Community Nurse (Relief) (506240).

Applications Close:—Friday, 3 October 2008.

Salary:—\$54,463–\$65,071 per annum.

Nurses (TPS) Award, Community FCH Nurse.

Fixed-term casual day worker, working as and when required from as soon as possible for a period of 2 years.

Location:—Primary Health, North, Westbury.

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

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

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion, 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 Annette Barrett, Department of Health and Human Services, phone (03) 6393 5800, email annette.barrett@dhhs.tas.gov.au.

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

HEALTH AND HUMAN SERVICES

COMMUNITY HEALTH SERVICES

Primary Health

Aged Rural and Community Health

Hospital Aide (507446).

Applications Close:—Friday, 3 October 2008.

Salary:—\$34,812–\$35,533 pro rata.

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

Fixed-term casual shift worker, working as and when required from as soon as possible for a period of 2 years.

Location:—Scottsdale.

Duties:—To assist nursing staff in the provision of a high standard of daily care activities for residents/patients.

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 Chris Wootton, Department of Health and Human Services, phone (03) 63525523, email chris.wootton@dhhs.tas.gov.au.

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

HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Clinical Performance and Emergency Management

Executive Support Officer (500343).

Applications Close:—Friday, 3 October 2008.

Salary:—\$48,862–\$50,671 per annum.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—Provide a high level of administrative and clerical support to the Director, Clinical Performance and Emergency Management. Manage and co-ordinate the provision of a complete range of efficient and effective office management support services for the Clinical Performance and Emergency Management Unit. Ensure the provision of clerical, logistic and administrative support for the Unit's Emergency Management responsibilities.

Enquiries to John Milbourne, Department of Health and Human Services, phone (03) 6233 8530, email john.milbourne@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of

Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Mersey Community Hospital

Clinical Nurse (514899).

Applications Close:—Friday, 3 October 2008.

Salary:—\$60,828–\$65,071 pro rata.

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

Permanent part-time shift worker, working 64 hours per fortnight.

Location:—Surgical Ward, Mersey Community Hospital.

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

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

Enquiries to Anne Cabalzar, Department of Health and Human Services, phone (03) 6426 5263, email anne.cabalzar@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Mersey Community Hospital

Clinical Nurse (514621).

Applications Close:—Friday, 3 October 2008.

Salary:—\$60,828–\$65,071 per annum.

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

Permanent full-time shift worker.

Location:—Operating Room, Mersey Community Hospital.

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

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

Enquiries to Anne Cabalzar, Department of Health and Human Services, phone (03) 6426 5263, email anne.cabalzar@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Clinical Nurse (514556).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$60,828–\$65,071 pro rata.

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

Fixed-term part-time shift worker, working 64 hours per fortnight. To commence as soon as possible until 28 March 2009.

Location:—HDU, Mersey Community Hospital.

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

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

Enquiries to Anne Cabalzar, Department of Health and Human Services, phone (03) 6426 5263, email anne.cabalzar@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Clinical Nurse (514700).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$60,828–\$65,071 pro rata.

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

Permanent part-time shift worker, working 64 hours per fortnight.

Location:—Surgical Ward, Mersey Community Hospital.

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

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

Enquiries to Anne Cabalzar, Department of Health and Human Services, phone (03) 6426 5263, email anne.cabalzar@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Clinical Nurse (Midwife) (514594).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$60,828–\$65,071 pro rata.

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

Permanent part-time shift worker, working 64 hours per fortnight.

Location:—Women's and Children's Services, Mersey Community Hospital.

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

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

Enquiries to Anne Cabalzar, Department of Health and Human Services, phone (03) 6426 5263, email anne.cabalzar@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Nurse Unit Manager (515187).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$74,792–\$76,561 per annum.

Nurses (TPS) Award, Nurse Unit Manager.

Permanent full-time day worker.

Location:—Department of Emergency Medicine, Mersey Community Hospital.

Duties:—The Nurse Unit Manager co-ordinates the clinical, management, education and research functions to ensure the efficient and effective provision of quality care, based on best practice principles and within a collaborative and multidisciplinary framework. The Nurse Unit Manager functions as a clinical expert in the relevant unit and/or programme. The Nurse Unit Manager also acts as a resource person to staff working with patients in order to provide a quality patient care service to each patient and their family, in accordance with the legal requirements, philosophy, objectives and policies of the Mersey Community Hospital.

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

Enquiries to Anne Cabalzar, Department of Health and Human Services, phone (03) 6426 5263, email anne.cabalzar@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Registered Nurse (514612).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 pro rata.

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

Permanent part-time shift worker, working 30 hours per fortnight.

Location:—Operating Room, Mersey Community Hospital.

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 Anne Cabalzar, Department of Health and Human Services, phone (03) 6426 5263, email anne.cabalzar@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Registered Nurse (514680).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 per annum.

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

Permanent part-time shift worker, working 64 hours per fortnight.

Location:—Medical Ward, Mersey Community Hospital.

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 Anne Cabalzar, Department of Health and Human Services, phone (03) 6426 5263, email anne.cabalzar@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Registered Nurse (514693).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 per annum.

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

Fixed-term full-time shift worker. To commence as soon as possible until 28 March 2009.

Location:—Surgical Ward, Mersey Community Hospital.

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 Anne Cabalzar, Department of Health and Human Services, phone (03) 6426 5263, email anne.cabalzar@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Registered Nurse (517776).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 pro rata.

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

Permanent part-time shift worker, working 32 hours per fortnight.

Location:—Surgical Ward, Mersey Community Hospital.

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.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Registered Nurse (514544).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 pro rata.

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

Permanent part-time shift worker, working 56 hours per fortnight.

Location:—HDU, Mersey Community Hospital.

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.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Registered Nurse (514554).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 pro rata.

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

Fixed-term part-time shift worker, working 24 hours per fortnight. To commence as soon as possible until 27 June 2009.

Location:—HDU, Mersey Community Hospital.

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.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Registered Nurse (514516).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 pro rata.

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

Permanent part-time shift worker, working 64 hours per fortnight.

Location:—Emergency Department, Mersey Community Hospital.

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 Anne Cabalzar, Department of Health and Human Services, phone (03) 6426 5263, email anne.cabalzar@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Registered Nurse (514517).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 pro rata.

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

Permanent part-time shift worker, working 56 hours per fortnight.

Location:—Emergency Department, Mersey Community Hospital.

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.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Registered Nurse (514518).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 pro rata.

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

Permanent part-time shift worker, working 72 hours per fortnight.

Location:—Emergency Department, Mersey Community Hospital.

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.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Registered Nurse (514527).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 pro rata.

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

Permanent part-time shift worker, working 48 hours per fortnight.

Location:—Emergency Department, Mersey Community Hospital.

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.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Registered Nurse (514897).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 per annum.

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

Permanent full-time shift worker.

Location:—Emergency Department, Mersey Community Hospital.

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.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Registered Nurse (514615).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 per annum.

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

Permanent full-time shift worker.

Location:—Operating Room, Mersey Community Hospital.

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 Anne Cabalzar, Department of Health and Human Services, phone (03) 6426 5263, email anne.cabalzar@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Registered Nurse (514906).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 per annum.

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

Permanent full-time shift worker.

Location:—Operating Room, Mersey Community Hospital.

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 Anne Cabalzar, Department of Health and Human Services, phone (03) 6426 5263, email anne.cabalzar@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Registered Nurse (515023).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 pro rata.

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

Permanent part-time shift worker, working 56 hours per fortnight.

Location:—Women's and Children's Services, Mersey Community Hospital.

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 Anne Cabalzar, Department of Health and Human Services, phone (03) 6426 5263, email anne.cabalzar@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Registered Nurse (514683).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 pro rata.

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

Permanent part-time shift worker, working 72 hours per fortnight.

Location:—Medical Ward, Mersey Community Hospital.

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 Anne Cabalzar, Department of Health and Human Services, phone (03) 6426 5263, email anne.cabalzar@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Mersey Community Hospital***Registered Nurse (Midwife) (514893).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 pro rata.

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

Permanent part-time shift worker, working 64 hours per fortnight.

Location:—Women's and Children's Services, Mersey Community Hospital.

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 Anne Cabalzar, Department of Health and Human Services, phone (03) 6426 5263, email anne.cabalzar@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*North West Regional Hospital***Pharmacy Technician (501876).**

Applications Close:—Friday, 24 October 2008.

Salary:—\$38,464–\$45,244 pro rata.

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

Fixed-term part-time day worker, working 38 hours per fortnight. To commence as soon as possible until 30 January 2009.

Location:—Clinical Services, Pharmacy.

Duties:—To assist professional staff in providing a comprehensive pharmaceutical service to patients and other clients of the hospital, and to other Divisions within the Agency in the North West Region including hospitals with contractual agreements.

Essential Requirements:—An Associate Diploma from a recognised TAFE institution, or an equivalent qualification, appropriate to the nature of the work; or relevant training and/or experience determined in accordance with the provisions of section 37 of the State Service Act 2000 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, 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 Suzette Seaton, Department of Health and Human Services, phone (03) 6430 6725, email suzette.seaton@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*North West Regional Hospital***Registered Nurse (502214).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 per annum.

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

Permanent full-time shift work.

Location:—Nursing Services, Medical Ward.

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 Penny Bligh, Department of Health and Human Services, phone (03) 6430 6568, email penny.bligh@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*North West Regional Hospital***Registered Nurse (502226).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 pro rata.

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

Permanent part-time shift worker, working 64 hours per fortnight.

Location:—Nursing Services, Medical Ward.

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 Penny Bligh, Department of Health and Human Services, phone (03) 6430 6568, email penny.bligh@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*North West Regional Hospital***Registered Nurse (502230).**

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 pro rata.

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

Permanent part-time shift worker, working 48 hours per fortnight.

Location:—Nursing Services, Medical Ward.

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.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

North West Regional Hospital

Senior Physiotherapist (502067).

Applications Close:—Friday, 3 October 2008.

Salary:—\$69,974–\$80,262 per annum.

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

Permanent full-time day work.

Location:—Clinical Services, Allied Health/Physiotherapy.

Duties:—To promote, provide and maintain optimal Physiotherapy care for clients attending the Devonport outpatients service. To co-ordinate and lead the Physiotherapy out-patients team at DCandHSC, and provide a consultancy service to other Physiotherapy staff in the area of outpatient treatment.

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

Enquiries to Ali Macrae, Department of Health and Human Services, phone (03) 64306608, email physio.burnie@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health North

Administrative Assistant (507435).

Applications Close:—Friday, 3 October 2008.

Salary:—\$38,464–\$41,681 pro rata.

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

Fixed-term casual day worker, as and when required commencing as soon as possible to 30 September 2010.

Location:—St Marys.

Duties:—Provide administrative and clerical support to the Director of Nursing and staff of the St. Marys Hospital. This will include managing the office of the Director of Nursing, including the input of data, records management, preparation of general correspondence and reports and reception services, undertaking basic purchasing and accounts processing functions for the hospital, including revenue generated by the Hospital, and, on behalf of the

Director of Nursing undertake a general liaison role with other sections of the Agency and with external service providers and members of the general public.

Desirable Requirements:—Demonstrated ability to perform administrative and clerical duties with accuracy and provision, demonstrated organisational skills, including time management, prioritising competing work demands and ability to work autonomously, demonstrated ability to effectively communicate with clients, staff and external agencies, utilising discretion and confidentiality, as well as functioning effectively within a team environment and competent to use a range of office management software applications, including electronic mail and internet facilities.

Enquiries to Karen O'Shea, Department of Health and Human Services, phone (03) 6372 2111, email smchc.manager@dhhs.tas.gov.au.

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

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Please do not send applications to the contact person.

HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health North

Enrolled Nurse (504603).

Applications Close:—Friday, 3 October 2008.

Salary:—\$44,751–\$46,469 pro rata.

Nurses (TPS) Award, Enrolled Nurse Level 2.

Permanent part-time shift worker, working 33.40 hours per fortnight.

Location:—George Town District Hospital.

Duties:—In accordance with Agency policies and legal requirements 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. 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, 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 Beth Smith, Department of Health and Human Services, phone (03) 6380 3620, email beth.smith@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health North

Nurse Unit Manager (518204).

Applications Close:—Friday, 10 October 2008.

Salary:—\$74,792–\$76,561 per annum.

Nurses (TPS) Award, Nurse Unit Manager.

Permanent full-time daywork.

Location:—St Marys Community Health Centre.

Duties:—Within a primary health care framework and in consultation with the Director of Nursing, ensure the efficient and effective provision of high quality nursing and support services to clients accessing inpatient/residential/community health services by co-ordinating the clinical, management, education and nursing research functions within the unit. Support the Director of Nursing in the co-ordination of resources and undertake a leadership role to provide clinical resources for inpatient/residential/community nursing. Ensure that clinical practice is in accordance with Agency performance objectives and community expectations. Develop and maintain strong communication links within the Agency and with other health service providers, key community groups and consumers regarding inpatient/residential/community based care services. Facilitate the provision of health promotion activities and as required act as a clinical resource to health care providers and community groups. Support the Director of Nursing by contributing to service delivery issues, including policy review, the development of strategies to meet current and future service priorities, quality improvement and client safety programmes.

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 Karen O'Shea, Department of Health and Human Services, phone (03) 6372 2111, email smhc.manager@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health North

Nurse Unit Manager (518203).

Applications Close:—Friday, 10 October 2008.

Salary:—\$74,792–\$76,561 per annum.

Nurses (TPS) Award, Nurse Unit Manager.

Permanent full-time daywork.

Location:—Flinders Island Multi Purpose Centre.

Duties:—Within a primary health care framework and in consultation with the Director of Nursing, ensure the efficient and effective provision of high quality nursing and support services to clients accessing inpatient/residential/community health services by co-ordinating the clinical, management, education and nursing research functions within the unit. Support the Director of Nursing in the co-ordination of resources and undertake a leadership role to provide clinical resources for inpatient/residential/community nursing. Ensure that clinical practice is in accordance with Agency performance objectives and community expectations. Develop and maintain strong communication links within the Agency and with other health service providers, key community groups and consumers regarding inpatient/residential/community based care services. Facilitate the provision of health promotion activities and as required act as a clinical resource to health care providers and community groups. Support the Director of Nursing by contributing to service delivery issues, including policy review, the development of strategies to meet current and future service priorities, quality improvement and client safety programmes.

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 Sue Bucher, Department of Health and Human Services, phone (03) 6359 2122, email sue.bucher@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health North

Nurse Unit Manager (518202).

Applications Close:—Friday, 3 October 2008.

Salary:—\$74,792–\$76,561 per annum.

Nurses (TPS) Award, Nurse Unit Manager.

Permanent full-time day work.

Location:—Lansdown Place Deloraine.

Duties:—Primary Health brings together a wide range of community and rural health services to meet the needs of individuals in a changing environment. Services are provided to both develop and support communities, and to help people maintain and improve levels of well being, physical functioning and independence in the community. Primary Health rural (inpatient) sites have sub-acute beds and some may have an accident and emergency/treatment area. Some sites also have residential aged care beds. Each facility provides health care under the Australian Health Care Agreement signed by the State and Australian Governments. The Nurse Unit Manager is assigned duties relevant to the rural health facility and practice setting.

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 Lester Jones, Department of Health and Human Services, phone (03) 6362 5000, email lester.jones@dhhs.tas.gov.au.

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

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Please do not send applications to the contact person.

HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health North

Project Officer (518285).

Applications Close:—Friday, 10 October 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 two years.

Location:—Northern Region.

Duties:—The Project Officer will support the Project Manager Launceston Integrated Care Centre in leading the implementation, monitoring and development of the Launceston ICC Project including the associated change management processes.

Desirable Requirements:—Demonstrated project and change management skills including leadership, planning and management of risk.

Demonstrated ability to prepare, present and evaluate reports and submissions.

A clear understanding of Government policies and procedures and an appreciation of the complex planning and service delivery environment of Health and Human Services.

Enquiries to Sally Williams, Department of Health and Human Services, phone (03) 6233 4937, email sally.williams@dhhs.tas.gov.au.

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

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health North

Registered Nurse-RELIEF (512950).

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 per annum.

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:—St Marys Community 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 Karen O'shea, Department of Health and Human Services, phone (03) 6373 2111, email smchc.manager@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health North

Relief Cleaner/Kitchen Hand (506489).

Applications Close:—Friday, 3 October 2008.

Salary:—\$34,059–\$34,606 pro rata.

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

Fixed-term casual shift worker, as and when required, commencing as soon as possible to 22 September 2010.

Location:—George Town District Hospital.

Duties:—To carry out and assist in food preparation and cleaning within the Kitchen area, maintaining a high standard of hygiene. Assist in the cleaning of allocated areas in compliance with established standards and protocols. Clean and maintain all areas of the Hospital and Community Centre, including floors, bathrooms, toilets and patient areas by dusting, vacuuming, washing, scrubbing and spot cleaning as required, cleaning of isolation areas, and collect and remove domestic waste to appropriate areas.

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 Beth Smith, Department of Health and Human Services, phone (03) 6380 3620, email beth.smith@dhhs.tas.gov.au.

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

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Please do not send applications to the contact person.

HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health North West

Area Services Co-ordinator (North West) (516653).

Applications Close:—Friday, 3 October 2008.

Salary:—\$98,116 per annum.

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

Fixed-term full-time daywork, commencing 3 November 2008 to 30 January 2009.

Location:—Primary Health, North West.

Please Note: This position has also been advertised as a Registered Nurse Level 4 Grade 1 (516653m) there is one position and one position will be filled based on merit.

Duties: As part of the Primary Health and North West Area management team: Ensure the effective and efficient management and delivery of whole of Area Primary Health services. Currently these services include: Palliative Care, Aged Care Assessment Programme, Community Options Service, Continence, Community Equipment Schemes and Community Allied Health. In conjunction with the Area Manager and Primary Health Co-ordinators take a leadership role in improving client access and entry to the primary health care system and develop common assessment processes and clear care pathways within the North West Area. Provide leadership and direction to the Palliative Care Service within the North West and facilitate the implementation of the recommendations of the Palliative Care Review, with a particular focus on expanding the concept of the Palliative Care Networks.

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

Enquiries to Rod Meldrum, Department of Health and Human Services, phone (03) 6336 5595, email rod.meldrum@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health North West

Area Services Co-ordinator (North West) (516653m).

Applications Close:—Friday, 3 October 2008.

Salary:—\$80,978 per annum.

Nurses (TPS) Award, Registered Nurse, Level 4, Grade 1.

Fixed-term full-time daywork, commencing 3 November 2008 to 30 January 2009.

Location:—Primary Health, North West.

Please Note: This position has also been advertised as an Allied Health Professional, Manager, Level 5, Grade 1 (516653) there is one position and one position will be filled based on merit.

Duties: As part of the Primary Health and North West Area management team: Ensure the effective and efficient management and delivery of whole of Area Primary Health services. Currently these services include: Palliative Care, Aged Care Assessment Programme, Community Options Service, Continence, Community Equipment Schemes and Community Allied Health. In conjunction with the Area Manager and Primary Health Co-ordinators take a leadership role in improving client access and entry to the primary health care system and develop common assessment processes and clear care pathways within the North West Area. Provide leadership and direction to the Palliative Care Service within the North West and facilitate the implementation of the recommendations of the Palliative Care Review, with a particular focus on expanding the concept of the Palliative Care Networks.

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

Enquiries to Rod Meldrum, Department of Health and Human Services, phone (03) 6336 5595, email rod.meldrum@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health South

Community Health Nurse (505682).

Applications Close:—Friday, 10 October 2008.

Salary:—\$54,463–\$65,071 per annum.

Nurses (TPS) Award, Community FCH Nurse.

Permanent full-time day work.

Location:—Southern Region.

Duties:—A full-time Community Health Nurse is required for a busy Hobart community health nursing practice providing a professional service for an urban population.

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

The Commissioner has determined that the person

nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion, 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 Anne Correy, Department of Health and Human Services, phone (03) 6222 7602, email anne.correy@dhhs.tas.gov.au.

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

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health South

Community Health Nurse (506487).

Applications Close:—Friday, 3 October 2008.

Salary:—\$54,463–\$65,071 per annum.

Nurses (TPS) Award, Community FCH Nurse.

Fixed-term casual shiftwork, hours as and when required, commencing as soon as possible for a period of 12 months.

Location:—Primary Health, Derwent Valley and Lower Midlands.

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

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

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

Enquiries to Colleen Smith, Department of Health and Human Services, phone (03) 6262 2809, email colleen.smith@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health South

Community Health Nurse (506262).

Applications Close:—Friday, 3 October 2008.

Salary:—\$54,463–\$65,071 pro rata.

Nurses (TPS) Award, Community FCH Nurse.

Fixed-term part-time daywork, 40 hours per fortnight, commencing as soon as possible to 18 March 2008.

Location:—Primary Health, Derwent Valley and Lower Midlands.

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

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

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

Enquiries to Colleen Smith, Department of Health and Human Services, phone (03) 6262 2809, email colleen.smith@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health South

Project Officer (518284).

Applications Close:—Friday, 3 October 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 two years.

Location:—Southern Region.

Duties:—The Project Officer will support the Project Manager, Clarence, Statewide System Development, in leading the implementation, monitoring and development of the Clarence Integrated Care Centre Project, including the associated change management processes.

Desirable Requirements:—Demonstrated project and change management skills including leadership, planning and management of risk.

Demonstrated ability to prepare, present and evaluate reports and submissions.

A clear understanding of Government policies and procedures and an appreciation of the complex planning and service delivery environment of Health and Human Services.

Enquiries to Sally Williams, Department of Health and Human Services, phone (03) 6233 4937, email sally.williams@dhhs.tas.gov.au.

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

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Primary Health South

Therapy Assistant (513457).

Applications Close:—Friday, 3 October 2008.

Salary:—\$34,812–\$35,533 per annum.

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

Permanent full-time day work.

Location:—Southern Region.

Duties:—As part of the multidisciplinary team, the successful applicant will provide assistance to allied health professionals to facilitate the organisation and delivery of professional services and therapy programmes to clients of the Community Rehabilitation Unit. Tasks include making client appointments, managing client waiting lists, maintaining treatment areas and therapy equipment, delivering treatment programmes under supervision of an allied health professional, and assisting clients with their needs as required. Training and support will be provided. Ongoing professional development is provided through the unit's inservice programme.

Desirable Requirements:—Allied Health Assistance Certificate or two years of relevant clinical experience.

Demonstrated initiative and well developed organizational, time management and problem solving skills.

Demonstrated understanding of the needs of people of all ages with acute and chronic disabilities and commitment to providing a high standard of client care.

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 Clare Short, Department of Health and Human Services, phone (03) 6222 7312, email clare.short@dhhs.tas.gov.au.

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

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Royal Hobart Hospital

Clinical Pain Psychologist (516152).

Applications Close:—Friday, 3 October 2008.

Salary:—\$69,974–\$80,262 pro rata.

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

Fixed-term part-time day work (22.8 hour per fortnight) commencing as soon as possible for a period of 6 months.

Location:—Hobart.

Duties:—Provide services in regard to psychological assessment, developing and conducting cognitive behaviour programmes, relaxation techniques and bio feed back therapies to both inpatients and outpatients suffering from chronic pain.

Essential Requirements:—Eligible for registration as a psychologist in Tasmania and a Masters degree in Clinical Psychology or equivalent as deemed by the Psychologist Registration Board, or a four year degree in Psychology with two years supervised clinical experience.

Enquiries to Gajinder Oberoi, Department of Health and Human Services, phone (03) 6222 8761, email gajinder.oberoi@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Royal Hobart Hospital

Customer Service Officer (509339).

Applications Close:—Friday, 3 October 2008.

Salary:—\$38,464–\$41,681 per annum.

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

Fixed-term casual day work, commencing as soon as possible for 12 months.

Location:—Royal Hobart Hospital.

Duties:—The Customer Service Officer, PIMS provides clerical support throughout all areas of the service. The position involves a high standard of customer focused reception skills and wide range of clerical functions in support of patient care in accordance with established policies and procedures relating to clinical, financial and administrative requirements for patient services.

Enquiries to Melinda Tonks, Department of Health and Human Services, phone (03) 6222 8448, email melinda.tonks@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Royal Hobart Hospital

Customer Service Officer (508204).

Applications Close:—Friday, 3 October 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 work.

Location:—Royal Hobart Hospital.

Duties:—The primary tasks include input and retrieval of patient information using the hospital's computerised patient information system. Prepare, receive, track, maintain and dispatch patient records in accordance medical record management standards. Assist in clerical training of new staff as requested. Receive and manage all incoming telephone and facsimile requests and face to face enquiries.

Enquiries to Rhonda Boulter, Department of Health and Human Services, phone (03) 6222 8248, mobile 0418 110 715, email rhonda.boulter@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Royal Hobart Hospital

Enrolled Nurse, Medication Endorsed (516139).

Applications Close:—Friday, 3 October 2008.

Salary:—\$44,751–\$46,469 pro rata.

Nurses (TPS) Award, Enrolled Nurse Level 2.

Permanent part-time 40 hours per fortnight.

Location:—Royal Hobart Hospital, Endoscopy Unit.

Duties:—Deliver care based on the nursing care plan with guidance from Registered nurses. Assist in the collection of comprehensive data from patients, clients and /or family. Provide information in support and reinforcement of the nursing care plan for the patient/client and/or family.

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

Enquiries to Michelle Muir, Department of Health and Human Services, phone (03) 6222 7365, email michelle.muir@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Royal Hobart Hospital

Private Practice Billing Co-ordinator/Supervisor (514114).

Applications Close:—Friday, 3 October 2008.

Salary:—\$48,862–\$50,671 per annum.

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

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—Provide day to day supervision, leadership and training to private practice scheme (PPS) billing clerks. Facilitate, motivate and promote a team approach to provide an efficient and effective patient billing service. Assist with the identification and development of processes, policies and procedures to maximize Hospital PPS revenue. Co-ordinate and manage all aspects of inpatient billing on behalf of the PPS participating Specialists.

Enquiries to Pam McGrath, Department of Health and Human Services, phone (03) 6222 7937, email pam.mcgrath@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Royal Hobart Hospital

Registered Nurse (508781).

Applications Close:—Friday, 3 October 2008.

Salary:—\$43,859–\$59,950 per annum.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—Registered nurse position in Day Surgery Unit, Anaesthetics.

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

Enquiries to Gina Cook, Department of Health and Human Services, phone (03) 6222 7880, email gina.cook@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Royal Hobart Hospital

Specialist Radiographer, Sonographer (510155).

Applications Close:—Friday, 3 October 2008.

Salary:—\$69,974–\$80,262 per annum.

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

Permanent full-time day work (with oncall).

Location:—South.

Duties:—Provide clinical expertise in medical ultrasound examinations and interventional procedures for patients referred to the Department of Medical Imaging. Assist the Chief Radiographer, Medical Imaging Department, in providing clinical leadership, professional support and ensuring best practice standards for imaging services provided by the Royal Hobart Hospital, in accordance with organisational policies and professional codes of conduct.

Essential Requirements:—Entitled to be granted registration in Tasmania by the Medical Radiation Science Professionals Registration Board (MRSPRB).

Enquiries to Rod Manning, Department of Health and Human Services, phone (03) 6222 8402, email rod.manning@dhhs.tas.gov.au.

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

HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Royal Hobart Hospital

Staff Specialist (Paediatric Surgery) (517981).

Applications Close:—Friday, 3 October 2008.

Salary:—To be negotiated.

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

Permanent full-time day work (with oncall).

Location:—Hobart.

Duties:—Provide a clinical paediatric surgery service of the highest possible standard to children, adolescent patients and their families. Facilitate the delivery of best practice paediatric surgery to children and adolescents in Tasmania and actively pursue improved outcomes for paediatric and adolescent patients by participating in: Post graduate teaching; Audit and Evaluation.

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

Highly Desirable:—Recognition as a Paediatric Surgeon by the completion of FRACS training or equivalent. Evidence of participation in MOPS or equivalent.

Enquiries to John Daubenton, Head of Department, Paediatrics, Department of Health and Human Services, phone (03) 6222 7125, email john.daubenton@dhhs.tas.gov.au or Edmond Fenton, Director, Paediatric Surgery, Department of Health and Human Services, phone (03) 6222 7989, email edmond.fenton@dhhs.tas.gov.au.

You are encouraged to apply online at www.jobs.tas.gov.au or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart, Tasmania 7001.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Tasmanian Ambulance and Health Transport Service

Clinical Instructor (510689).

Applications Close:—Friday, 3 October 2008.

Salary:—\$63,108–\$64,102 per annum.

Tasmanian Ambulance Service Award, Clinical Support Officer.

Permanent full-time shift work (fully rotational).

Location:—Tasmanian Ambulance and Health Transport Services, Hobart.

Duties:—Assist and support all ambulance service operational personnel to achieve and maintain the required standard of (qualification) and efficiency.

Essential Requirements:—Certificate of Applied Science (Ambulance Officer) and current accreditation in the Advanced Life Support programme, or equivalent qualifications recognised by the Director Tasmanian Ambulance Service. Current Driver's 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, 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 Peter Morgan, Department of Health and Human Services, phone (03) 62308566, email peter.morgan@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HUMAN SERVICES

Children and Family Services

Child and Family Health Nurse (500902).

Applications Close:—Friday, 3 October 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:—CHAPS North, working in Centres across the north and North East.

Duties:—Within a Primary Health Care framework and in accordance with the philosophy of Child Health and Parenting Service, Agency policy and legal requirements, the Child and Family Health Nurse will provide assessment, care and support to individuals/groups; undertake all aspects of early identification and early intervention activities; and participate in community development and health promotion activities.

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

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion, 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 Ros Wilson, Department of Health and Human Services, phone (03) 6336 2155, email ros.wilson@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HUMAN SERVICES

Disability Services

Disability Officer (504981).

Applications Close:—Friday, 3 October 2008.

Salary:—\$38,464 per annum.

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

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

Location:—Disability Services, North.

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.

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 Jomartz, Department of Health and Human Services, phone (03) 6336 7608, email linda.jomartz@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HUMAN SERVICES

Housing Tasmania

Team Leader-Tenancy (517055).

Applications Close:—Friday, 3 October 2008.

Salary:—\$52,481–\$54,291 per annum.

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

Permanent full-time daywork.

Location:—Housing Tasmania, North.

Duties:—Through actively working with clients and the supervision of a team of tenancy staff in the management of the day to day delivery of services, create improved

outcomes for clients in accordance with Housing Tasmania's service delivery policies, principles and standards.

Desirable Requirements:—Ability to develop effective support co-ordination plans utilising a client focused, strength based approach with the goal of assisting tenants to sustain their tenancies. Well developed ability to supervise staff in a customer service environment subject to work pressure and change. Well developed interpersonal skills, including written and verbal communication, the ability to liaise, negotiate and prepare reports and documents. Demonstrated ability to exercise problem solving skills, initiative, judgement and discretion in recommending or deciding on appropriate action according to legislation, policy, guidelines, political environment and client circumstances.

Enquiries to Rick Fulton, Department of Health and Human Services, phone (03) 6336 2859, email rick.fulton@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HUMAN SERVICES

Youth Justice Services

Community Youth Justice

Youth Justice Worker, Community Development (511474).

Applications Close:—Friday, 3 October 2008.

Salary:—per annum.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005.

Fixed-term full-time daywork, commencing as soon as possible to 5 September 2009.

Location:—Community Youth Justice, Burnie.

Duties:—Develop, implement and maintain a comprehensive network with Community Service organizations suitable for the provision of services to young offenders. Develop specific programme and placement opportunities for young offenders to engage in pro-social and developmental opportunities. Establish local level linkages and partnerships to support the placement of young offenders to complete their Court ordered and Community Conference CSO/Undertaking. With specific reference to young person's assessment and orders, provide placement, supervision and other supports to ensure young offenders complete their obligations and comply with their conditions.

Essential Requirements:—University acquired degree or diploma in a humanities field. Current Driver's 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, 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 Fischmann, Department of Health and Human Services, phone (03) 6434 6449, email david.fischmann@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HUMAN SERVICES

Youth Justice Services

Community Youth Justice

Youth Justice Worker-Casual Pool (516267).

Applications Close:—Friday, 3 October 2008.

Salary:—\$45,535–\$73,058 per annum.

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

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

Location:—Community Youth Justice, Burnie.

Duties:—As part of a restorative justice practice framework and subject to the statutory provisions of the Youth Justice Act 1997 assess the complex risks and rehabilitative needs of young people referred by the police and the courts, participate in youth diversionary programmes and case manage a caseload of identified clients on legal orders.

Essential Requirements:—University acquired degree or diploma in a humanities field. Current Driver's 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, 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 Fischmann, Department of Health and Human Services, phone (03) 6434 6449, email david.fischmann@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

POPULATION HEALTH

Public and Environmental Health

Environmental Health

Senior Programme Officer, Food Safety (517207).

Applications Close:—Friday, 10 October 2008.

Salary:—\$69,974–\$80,262 per annum.

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

Permanent full-time day work.

Location:—Hobart or Launceston.

Duties:—Co-ordinate and support a range of Department of Health and Human Services initiatives to

ensure Department-funded services handling food achieve compliance with new and existing food safety laws, policies and duty of care to clients.

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

Enquiries to Eric Johnson, Department of Health and Human Services, phone (03) 6222 7705, email eric.johnson@dhhs.tas.gov.au.

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

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

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HEALTH AND HUMAN SERVICES

POPULATION HEALTH

Public and Environmental Health

Pharmaceutical Services Branch

Administrative Officer (500778).

Applications Close:—Friday, 10 October 2008.

Salary:—\$38,464–\$41,681 per annum.

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

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

Location:—Hobart.

Duties:—The provision of administrative skills in order to assist the Pharmaceutical Services Branch clerical area in the efficient and effective provision of services for the operational work of the Branch in the regulatory system for control of the manufacture, distribution, supply, prescribing and administration of drugs and poisons.

Provide efficient operation of office functions for the Pharmaceutical Services Branch including the appropriate level IT, data base, document design and production, reception, clerical and related services.

Desirable Requirements:—Strong office systems, database management, IT and keyboard skills.

Strong interpersonal skills; proven capacity to operate effectively within a team; ability to work under pressured circumstances.

Good communication skills, both written and verbal. Ability to communicate positively with various stakeholders including pharmacies.

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 Helen Kibbey, Department of Health and Human Services, phone (03) 6233 2064, email helen.kibbey@dhhs.tas.gov.au.

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

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

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HEALTH AND HUMAN SERVICES

STATEWIDE SYSTEMS DEVELOPMENT

Project Consultant (517865).

Applications Close:—Friday, 3 October 2008.

Salary:—\$76,007 per annum.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream, Level 10.

Permanent full-time day work.

Location:—Southern Region.

Duties:—Provide a specialist consultative advisory service in relation to a portfolio of projects managed within the Statewide System Development unit. Play a key role in planning, developing and implementing projects and programmes, reporting to senior management under broad direction to achieve outcomes. Contribute to marketing, conceptual and strategic development within the Statewide System Development Unit.

Desirable Requirements:—Demonstrated high-level experience and skills in project portfolio management activities in accordance with the Tasmanian Government Project Management Framework.

Extensive knowledge and understanding of the current issues impacting on the health and human services sector.

High level communication, negotiation and conflict resolution skills, proven ability to work constructively as part of a team.

Enquiries to Dr Elizabeth Shannon, Department of Health and Human Services, phone (03) 6233 3531, email elizabeth.shannon@dhhs.tas.gov.au.

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

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

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HEALTH AND HUMAN SERVICES

STATEWIDE SYSTEMS DEVELOPMENT

Project Manager, Launceston Integrated Care Centre (517867).

Applications Close:—Friday, 10 October 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 for a period of two years.

Location:—Northern Region.

Applicants please note that further hard copy information relevant to this position should be obtained from the contact person prior to making application.

Duties:—Working closely with the CEOs for Primary

Health and the Launceston General, the Project Manager will lead the implementation, monitoring and development of the Launceston Integrated Care Centre Project, including the change management processes required for implementation, and associated contract management arrangements. The Project Manager will provide high level advice to the Director Statewide System Development and Deputy Secretary in relation to all aspects associated with the project.

Desirable Requirements:—Well developed project management skills, including the capacity to meet deadlines within a complex environment and the ability to provide briefings and advice to senior management in relation to project progress and associated issues.

High-level strategic, conceptual, analytical and creative skills, with the ability to understand and make sound judgements about the political, social and organisational environment impacting on the Agency.

High-level interpersonal, communication, negotiation and conflict resolution skills including the ability to resolve relevant project and implementation issues with discretion, confidentiality and judgement.

Enquiries to Siobhan Harpur, Department of Health and Human Services, phone (03) 6233 4495, email siobhan.harpur@dhhs.tas.gov.au.

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

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

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HEALTH AND HUMAN SERVICES

STATEWIDE SYSTEMS DEVELOPMENT

Mental Health Services

Clinical Psychologist (515900).

Applications Close:—Friday, 3 October 2008.

Salary:—\$69,974–\$80,262 per annum.

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

Fixed-term full-time day work (with oncall) commencing as soon as possible to 30 June 2009.

Location:—Oldaker Street Clinic, Devonport.

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

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

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

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion, 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 Christine Lander, Department of Health and Human Services, phone (03) 6434 6434, email christine.lander@dhhs.tas.gov.au.

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

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Please do not send applications to the contact person.

HEALTH AND HUMAN SERVICES

STATEWIDE SYSTEMS DEVELOPMENT

Mental Health Services

Occupational Therapist (515535).

Applications Close:—Friday, 3 October 2008.

Salary:—\$69,974–\$80,262 per annum.

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

Permanent full-time daywork.

Location:—Child and Adolescent Mental Health Service, North West.

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

Essential Requirements:—Graduate of an approved School of Occupational Therapy and eligibility for membership to OT Australia. (Australian Association of Occupational Therapists).

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion, 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 Belinda Sims, Department of Health and Human Services, phone (03) 6434 7280, email belinda.sims@dhhs.tas.gov.au.

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

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INFRASTRUCTURE, ENERGY AND RESOURCES

LAND TRANSPORT SAFETY

Registration and Licensing Branch

Driving Testing officer (371816).

Applications Close:—Friday, 3 October 2008.

Salary:—\$44,019–\$47,675 per annum.

Administrative and Clerical Employees Award, Level 4.

Permanent full-time 73.5 hours per fortnight.

Location:—Southern.

Duties:—To deliver a fair and consistent on-road driving test across different car test types, including older drivers, provisional applicants and overseas applicants, in accordance with DIER's business rules, manuals and guidelines.

A current full car driver's 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 for: crimes of violence, sex related offences, serious traffic offences, traffic offences which have resulted in suspension or disqualification in the previous two years.

Desirable Requirements:—Certificate IV in Training and Assessment (TAA).

Extensive work experience in a relevant field.

Enquiries to Brian Edwards, Manager Driver Testing, Department of Infrastructure, Energy and Resources, phone (03) 6233 5604, email brian.edwards@dier.tas.gov.au.

Applications to Manager Human Resources, Department of Infrastructure, Energy and Resources, P.O. Box 936 Hobart TAS 7001, phone (03) 6233 5272, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

To be considered for an interview an applicant must address the selection criteria that are contained in the Statement of Duties. A Job Kit and Statement of Duties may be obtained at www.jobs.tas.gov.au or by contacting the Human Resources Branch on (03) 6233 2077.

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

INFRASTRUCTURE, ENERGY AND RESOURCES

ROADS AND TRAFFIC

Office of the General Manager

Executive Assistant (371586).

Applications Close:—Friday, 3 October 2008.

Salary:—\$49,523–\$51,357 per annum.

Administrative and Clerical Employees Award, Level 5.

Fixed-term full-time 73.5 hours per fortnight until 22 September 2009.

Location:—Hobart.

Duties:—Provide high level executive assistance and administrative support to facilitate the efficient and effective management of the office of the General Manager's Office.

Enquiries to Jenny Alger, Manager Business Support Services, Department of Infrastructure, Energy and Resources, phone (03) 6233 2653, email jenny.alger@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 recruitment@dier.tas.gov.au.

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

JUSTICE

MAGISTRATES COURT

Hobart

Clerk (354344).

Applications Close:—Friday, 3 October 2008.

Salary:—\$34,648–\$37,378 per annum.

Administrative and Clerical Employees Award, Level 2.

Fixed-term full-time 73.5 hours per fortnight until 31 December 2008.

Location:—Hobart.

Duties:—Maintain the integrity of the Central Filing System of the Court of Petty Sessions and assist with other general functions associated with the filing section including telephone enquiries.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—conviction checks in the following: arson and fire setting, violent crimes and crimes against the person, sex-related offences, drug and alcohol related offences, crimes involving dishonesty, crimes involving deception, making false declarations, malicious damage and destruction to property, serious traffic offences, crimes against public order or relating to the Administration of Law and Justice, crimes against Executive or the Legislative Power, crimes involving Conspiracy. Disciplinary action in previous employment check and identification check.

Enquiries to Racquel Bowden, Team Leader, Magistrates Court, Department of Justice, phone (03) 6233 8796, email racquel.bowden@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 Racquel Bowden on (03) 6233 8796.

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

WORKCOVER

Advisory Programme Co-ordinator (355788).

Applications Close:—Friday, 3 October 2008.

Salary:—\$53,188–\$55,020 pro rata.

Administrative and Clerical Employees Award, Level 6.

Permanent part-time 44.10 hours per fortnight, 3 days a week (negotiable).

Location:—Rosny.

Duties:—Co-ordinate the development and implementation of WorkCover Advisory Unit projects and programmes. Undertake project research and analysis including the development of project plans, reports, recommendations and associated documents and papers.

Desirable Requirements:—Demonstrated co-ordination, project management and organisational skills of a high order, including the ability to work effectively and flexibly, set priorities and manage variable workloads. Well developed analytical and research skills with the ability to provide clear recommendations based on research.

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 Joanne Ashwood on (03) 6233 4988.

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

Records Information Services

Co-ordinator, Records Information Services (002724).

Applications Close:—Friday, 3 October 2008.

Salary:—\$49,523–\$51,357 per annum.

Administrative and Clerical Employees Award, Level 5.

Permanent full-time.

Location:—Hobart.

Duties:—Supervise the operation of Records Information Services including the provision of general direction, supervision and training of staff. Monitor and provide training in the use of the Department's electronic records and document management system.

Qualifications and Experience:—The possession of a recognised workplace training qualification is highly desirable.

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 Ms Angela Males, Manager, Records Information Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, 7001, phone (03) 6230 2218, email Angela.Males@police.tas.gov.au.

Applications to Acting 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, email applications@police.tas.gov.au.

Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employment Services on (03) 6230 2266. Please ensure that your application is one attachment in either Microsoft Word format or RTF (rich text format).

PREMIER AND CABINET

CORPORATE SERVICES DIVISION

Records Management Branch

Information Management Co-ordinator (001115 and 001503).

Applications Close:—Friday, 3 October 2008.

Salary:—\$44,019–\$47,675 per annum.

Administrative and Clerical Employees Award, Level 4.

Permanent full-time.

Location:—Hobart.

Duties:—Assist in the delivery of an effective records management service to the Office of the Premier and the Department in the following areas: Ministerial operations and correspondence management; TRIM Help Desk support and training and Quality assurance of records including TRIM processes, scanning and operational tasks.

Enquiries to Lisa Baker, Manager Records, Department of Premier and Cabinet, phone (03) 6233 6686, email Lisa.Baker@dpac.tas.gov.au.

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

PREMIER AND CABINET

CORPORATE SERVICES DIVISION

Records Management Branch

Records Clerk (000421).

Applications Close:—Friday, 3 October 2008.

Salary:—\$38,927–\$42,233 per annum.

Administrative and Clerical Employees Award, Level 3.

Permanent full-time.

Location:—Hobart.

Duties:—Within an electronic records environment, assist with the daily operations of the Records Section, including the receipt, dispatch, indexing and filing of both conventional and electronic records. Assist with the maintenance of files and attend to other clerical duties associated with the departmental records system.

Enquiries to Lisa Baker, Manager Records, Department

of Premier and Cabinet, phone (03) 6233 6686, email Lisa.Baker@dpac.tas.gov.au.

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

TASMANIAN AUDIT OFFICE

OFFICE OF THE AUDITOR-GENERAL

Performance Audit Services

Senior Performance Analyst (TAO-3203).

Applications Close:—Friday, 3 October 2008.

Salary:—\$71,331–\$76,763 per annum.

Professional Employees Award, Level 3.

Permanent full-time.

Location:—Hobart.

Your role is to be a team member producing Auditor-General special reports on efficiency and effectiveness of public sector entities. You are fully involved in the process from conception to publication.

You enjoy:—being a lateral-thinking self-starter who, with minimal direction, thrives on research and analysis. You establish sound working relationships with audit clients, colleagues and other stakeholders. Relying on your considerable professional experience you write influential, leading edge reports.

You have a commitment to:—work that is diverse and challenging. Likewise, you are committed to ongoing improvement and the application of professional standards.

Duties:—As a seasoned professional, this position works with section management to identify potential topics for performance auditing and the associated development of audit criteria and leads a team consisting of internal staff, contractors and external specialists, conducting these audits. The fact that each audit is unique presents challenges with regard to developing audit criteria, working to deadlines and budgets and producing reports supported by evidence and beyond dispute. The organisations under review usually have a high political and community profile and the incumbent is often required to interview senior management of the client as well as analysing systems and procedures on-site. The position involves preparing and making presentations to Parliamentarians and other stakeholders.

The position provides considerable freedom in terms of how and when audits performed or controlled by it are conducted and is held accountable for meeting budgets and schedules and assuring audits are conducted in accordance with audit standards, internal methodologies and consistent with quality requirements. The incumbent provides leadership and mentoring to Performance Auditors within the section.

Essential Requirements:—A tertiary qualification at degree level in a relevant discipline from a recognised tertiary institution AND Either three years supervised/mentored practical or five years unsupervised experience in the relevant discipline.

Desirable Requirements:—Driver's Licence.

Demonstrate skills and experience in evaluation, researching and reporting.

Highly developed written communication skills including the proven ability to write and edit material of a high standard suitable for publication.

Enquiries to Simon Andrews, Principal Performance Analyst, Tasmanian Audit Office, 144 Macquarie Street Hobart, phone (03) 6226 0100, fax (03) 6226 0199, email simon.andrews@audit.tas.gov.au.

Applications to Rachael Daniels, Manager, Finance and Human Resources, Tasmanian Audit Office, G.P.O. Box 851 Hobart 7001, phone (03) 6226 0100, fax (03) 6226 0199, email rachael.daniels@audit.tas.gov.au.

TREASURY AND FINANCE

BUDGET AND FINANCE DIVISION

Government Finance and Accounting Branch

Assistant Director (723750).

Applications Close:—Friday, 3 October 2008.

Salary:—\$80,382–\$85,813 per annum.

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

Permanent full-time.

Location:—Hobart.

Duties:—The Assistant Director, as a senior member of the Government Finance and Accounting Branch, will:—provide strategic advice to the Government and agencies on the development of whole-of-government financial management and budgeting systems and databases, advise agencies on technical matters relating to whole-of-government financial management and budgeting systems, manage ongoing systems maintenance and production issues, develop project plans, detailed functional requirement specifications and policy guidelines for the enhancement of whole-of-government financial management and budgeting systems and databases and assist with the management of the Branch, including the internal provision of financial systems advice and the professional development of Branch staff.

In the context of the selection criteria, to be successful in the position applicants will have:—extensive experience in the strategic development of financial management and budgeting systems and databases, high level verbal and written communication skills, demonstrated ability to understand complex issues and develop solutions, proven networking and negotiation skills and high level organisational and self-management skills.

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

Enquiries to Craig Jeffery, Director, Government Finance and Accounting Branch, Department of Treasury and Finance, phone (03) 6233 3638, email craig.jeffery@treasury.tas.gov.au.

Applications to Recruitment Officer, Human Resources Branch, Department of Treasury and Finance, G.P.O. Box 147, HOBART TAS 7001, phone (03) 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

Human Resources Branch

Human Resources Officer (724133).

Applications Close:—Friday, 10 October 2008.

Salary:—\$49,523–\$51,357 per annum.

Administrative and Clerical Employees Award, Level 5.

Permanent full-time.

Location:—Hobart.

Duties:—Contribute to the effective management of human resources within the Department primarily through the co-ordination and administration of learning and development programmes and inductions and the provision of a high quality client service. The position also includes opportunities to provide recruitment support to clients and undertake specific projects or tasks.

In the context of the selection criteria, to be successful in the position applicants will have:—demonstrated co-ordination, organisation and administration skills, a track record in building excellent client relationships and responding effectively to client needs and an interest in developing skills and knowledge in the learning and development field.

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

Enquiries to Karen Martin, Principal Human Resource Officer, Human Resources Branch, Department of Treasury and Finance, phone (03) 6233 4924, email karen.martin@treasury.tas.gov.au.

Applications to Recruitment Officer, Human Resources Branch, Department of Treasury and Finance, G.P.O. Box 147, Hobart 7001, phone (03) 6233 3483, fax (03) 6233 3851, email recruitment@treasury.tas.gov.au.

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

TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

Liquor and Gaming Branch

Senior Compliance Analyst (724106).

Applications Close:—Friday, 10 October 2008.

Salary:—\$56,854–\$60,476 per annum.

Administrative and Clerical Employees Award, Level 7.

Fixed-term full-time until 30 June 2010.

Location:—Hobart.

Duties:—In the context of the selection criteria, to be successful in the position, applicants will:—provide high level technical support in relation to the approval and ongoing audit of gaming equipment and operations and provide high level technical advice in relation to the establishment and maintenance of effective systems to approve and monitor the operation of gaming devices, gaming equipment and gaming systems used in all forms of gaming, including interactive gaming and wagering activities and the operation of betting exchanges.

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

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 and alcohol related offences, crimes involving dishonesty, serious traffic offences and identification check for: finger prints, palm prints, photograph and credit check.

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

Applications to Recruitment Officer, Human Resources Branch, Department of Treasury and Finance, G.P.O. Box 147, Hobart 7001, phone (03) 6233 3483, fax (03) 6233 3851, email recruitment@treasury.tas.gov.au.

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

TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

Liquor and Gaming Branch

Senior Compliance Analyst (724016).

Applications Close:—Friday, 10 October 2008.

Salary:—\$56,854–\$60,476 per annum.

Administrative and Clerical Employees Award, Level 7.

Permanent full-time.

Location:—Hobart.

Duties:—In the context of the selection criteria, to be successful in the position applicants will provide high level technical support in relation to the approval and ongoing audit of gaming equipment and operations and provide high level technical advice in relation to the establishment and maintenance of effective systems to approve and monitor the operation of gaming devices, gaming equipment and gaming systems used in all forms of gaming, including interactive gaming and wagering activities and the operation of betting exchanges.

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

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 and alcohol related offences, crimes involving dishonesty, serious traffic offences and identification check for: finger prints, palm prints, photograph and credit check.

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

Applications to Recruitment Officer, Human Resources Branch, Department of Treasury and Finance, G.P.O. Box 147, HOBART TAS 7001, phone (03) 6233 3483, fax (03) 6233 3851, email recruitment@treasury.tas.gov.au.

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

TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

Revenue Branch

Revenue Officer (724052).

Applications Close:—Friday, 10 October 2008.

Salary:—\$53,188–\$55,020 per annum.

Administrative and Clerical Employees Award, Level 6.

Permanent full-time.

Location:—Hobart.

Duties:—This position contributes to the efficient and effective collection of State taxation revenue and the payment of a range of grants through education and compliance related activities.

In the context of the selection criteria, to be successful in the position, applicants will have the ability to:—interpret and administer legislation and analyse complex legal documentation, understand complex financial transactions, investigate and report on matters of identified or suspected non-compliance, work under limited supervision, manage own outputs and the outputs of others, use a wide range of contemporary computer based packages, demonstrate sound negotiation, conflict resolution and problem solving skills, exercise sound judgement and communicate effectively, both verbally and in writing, in a range of forums.

Some intra and interstate travel may be required.

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

Enquiries to Sarah Forward, Team Leader, Revenue Operations, Department of Treasury and Finance, phone (03) 6233 6670, email sarah.forward@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.

Staff Movements

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Education	School Attendant	G. Robertson	6 Months	08.09.08
Education	School Attendant	P. Hodgetts	6 Months	08.09.08
Education	Clerk	F. Armstrong	6 Months	15.09.08
Education	Teacher	S. Jackson	6 Months	22.09.08
Education	Teacher Aide Technical	P. van Asch	6 months	17.09.08
Education	IT Support Officer	N. Clark	6 months	08.09.08
Education	School Executive Officer	D. Symons	6 months	04.09.08
Education	School Executive Officer	D. Symons	6 months	04.09.08
Education	School Executive Officer	D. Symons	6 months	04.09.08
Education	School Attendant	S. Reeman	6 months	22.09.08
Education	School Attendant	V. Martin	6 months	22.09.08
Education	Teacher	A. McKendrick	6 months	22.09.08
Environment, Parks, Heritage & the Arts	Coordinating Curator of Art	J. Stewart	6 months	22.09.08
Environment, Parks, Heritage & the Arts	Environmental Officer	A. Cook	6 months	22.09.08
Environment, Parks, Heritage & the Arts	Environmental Officer	J. Field	6 months	22.09.08
Environment, Parks, Heritage & the Arts	Environmental Officer	T. Aualiitia	6 months	22.09.08
Environment, Parks, Heritage & the Arts	Regional Volunteer Facilitator	P. Gowen	6 months	24.09.08
Health & Human Services	Pathology Supply Coordinator	P. Bakes	6 months	15.08.08
Health & Human Services	Occupational Therapist	T. Ho	6 months	22.09.08
Health & Human Services	Senior Community Physiotherapist	C. Donoghue	6 months	22.09.08
Health & Human Services	Alcohol and Other Drug Walker	T. Miller	6 months	15.09.08
Health & Human Services	House Services Assistant	H. Maung	6 months	22.09.08
Health & Human Services	Food Services Assistant (Distribution)	S. Maxwell	6 months	22.09.08
Health & Human Services	Food Services Assistant (Distribution)	M. Flint	6 months	22.09.08
Health & Human Services	Clinical Nurse	J. Allison	1 month	01.09.08
Health & Human Services	Registered Nurse	L. Anderson	1 month	01.09.08
Health & Human Services	Registered Nurse	A. Barnes	1 month	01.09.08
Health & Human Services	Enrolled Nurse	J. Bramich	1 month	01.09.08
Health & Human Services	Clinical Nurse	R. Brotchie	1 month	01.09.08
Health & Human Services	Registered Nurse	J. Chapman	1 month	01.09.08
Health & Human Services	Registered Nurse	M. Clark	1 month	01.09.08
Health & Human Services	Registered Nurse	J. Cohen	1 month	01.09.08
Health & Human Services	Registered Nurse	A. Colina	1 month	01.09.08
Health & Human Services	Enrolled Nurse	D. Crisp	1 month	01.09.08
Health & Human Services	Registered Nurse	P. Daniell	1 month	01.09.08
Health & Human Services	Nurse Unit Manager	D. Donohue	1 month	01.09.08
Health & Human Services	Clinical Nurse	A. Ellis	1 month	01.09.08
Health & Human Services	Registered Nurse	L. Filler	1 month	01.09.08
Health & Human Services	Registered Nurse	P. Flower	1 month	01.09.08
Health & Human Services	Enrolled Nurse	N. Foster	1 month	01.09.08
Health & Human Services	Registered Nurse	B. Freeman	1 month	01.09.08
Health & Human Services	Registered Nurse	M. Hayes	1 month	01.09.08
Health & Human Services	Registered Nurse	J. Hingston	1 month	01.09.08
Health & Human Services	Registered Nurse	D. Hollister	1 month	01.09.08
Health & Human Services	Graduate Nurse	P. Johnston	1 month	01.09.08
Health & Human Services	Registered Nurse	A. Jones	1 month	01.09.08
Health & Human Services	Registered Nurse	L. Jones	1 month	01.09.08

Permanent Appointments—Continued

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Health & Human Services	Clinical Nurse Educator, Surgical Unit	A. Jong	1 month	01.09.08
Health & Human Services	Clinical Nurse - MI and DEM	E. Knowles	1 month	01.09.08
Health & Human Services	Clinical Nurse	L. Larsen	1 month	01.09.08
Health & Human Services	Registered Nurse	J. Lawrence	1 month	01.09.08
Health & Human Services	Registered Nurse	M. Layton	1 month	01.09.08
Health & Human Services	Enrolled Nurse	D. Lindridge	1 month	01.09.08
Health & Human Services	Registered Nurse	A. Ling	1 month	01.09.08
Health & Human Services	Enrolled Nurse	M. Luck	1 month	01.09.08
Health & Human Services	Enrolled Nurse	C. Mackenzie	1 month	01.09.08
Health & Human Services	Registered Nurse	K. Maguire	1 month	01.09.08
Health & Human Services	Clinical Nurse Educator - Midwifery	D. McArthur	1 month	01.09.08
Health & Human Services	Registered Nurse	C. McKenzie	1 month	01.09.08
Health & Human Services	Registered Nurse	J. Moakes	1 month	01.09.08
Health & Human Services	Clinical Nurse Educator	Y. Muir	1 month	01.09.08
Health & Human Services	Clinical Nurse Consultant (Cardiac Rehabilitation)	N. Oliver-Smith	1 month	01.09.08
Health & Human Services	Enrolled Nurse	P. Partridge	1 month	01.09.08
Health & Human Services	Registered Nurse	I. Paterson	1 month	01.09.08
Health & Human Services	Registered Nurse	V. Perkovic	1 month	01.09.08
Health & Human Services	Registered Nurse	B. Phegan	1 month	01.09.08
Health & Human Services	Registered Nurse	R. Pike	1 month	01.09.08
Health & Human Services	Registered Nurse	J. Pule	1 month	01.09.08
Health & Human Services	Enrolled Nurse	L. Reid	1 month	01.09.08
Health & Human Services	Clinical Nurse	J. Rice	1 month	01.09.08
Health & Human Services	Registered Nurse	C. Richards	1 month	01.09.08
Health & Human Services	Registered Nurse	T. Richards	1 month	01.09.08
Health & Human Services	Registered Nurse	K. Rossington	1 month	01.09.08
Health & Human Services	Registered Nurse	N. Semmler	1 month	01.09.08
Health & Human Services	Discharge Planning Officer	J. Serafin	1 month	01.09.08
Health & Human Services	Clinical Nurse	L. Sims	1 month	01.09.08
Health & Human Services	Registered Nurse	L. Spowart	1 month	01.09.08
Health & Human Services	Clinical Nurse	L. Steven	1 month	01.09.08
Health & Human Services	Registered Nurse	M. Symons	1 month	01.09.08
Health & Human Services	Registered Nurse	R. Thackray	1 month	01.09.08
Health & Human Services	Nurse Unit Manager	J. Van Den Berg	1 month	01.09.08
Health & Human Services	Registered Nurse	V. Perkovic	1 month	01.09.08
Health & Human Services	Registered Nurse	E. Walker	1 month	01.09.08
Health & Human Services	Registered Nurse	S. Williams	1 month	01.09.08
Health & Human Services	PIMS Clerk	K. Barber	1 month	01.09.08
Health & Human Services	Tradesperson - Carpenter/Joiner	I. Bransden	1 month	01.09.08
Health & Human Services	Theatre Attendant	L. Brett	1 month	01.09.08
Health & Human Services	House Services Assistant	D. Court	1 month	01.09.08
Health & Human Services	CSSD Technician	D. Emmett	1 month	01.09.08
Health & Human Services	Administrative Assistant - Medical Staffing Unit	D. Harris	1 month	01.09.08
Health & Human Services	Receptionist	S. Heaton	1 month	01.09.08
Health & Human Services	Pharmacy Assistant	D. Henderson	1 month	01.09.08
Health & Human Services	Executive Support Officer	J. Hobbs	1 month	01.09.08
Health & Human Services	Attendant	M. Johnson	1 month	01.09.08
Health & Human Services	Tradesperson (Electrician)	C. Kramme	1 month	01.09.08

Permanent Appointments—Continued

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Health & Human Services	Theatre Attendant	H. Krellmann	1 month	01.09.08
Health & Human Services	Medical Records Clerk PIMS	J. Lane	1 month	01.09.08
Health & Human Services	Administrative Support Officer	S. Martin	1 month	01.09.08
Health & Human Services	Attendant	D. Pursell	1 month	01.09.08
Health & Human Services	Rostering Clerk	C. Seaton	1 month	01.09.08
Health & Human Services	Administrative Assistant - Medical Staffing Unit	L. Smith	1 month	01.09.08
Health & Human Services	Attendant	M. Smith	1 month	01.09.08
Health & Human Services	Pharmacy Assistant/Storeperson	D. Spurling	1 month	01.09.08
Health & Human Services	Hospital Aide	S. Waite	1 month	01.09.08
Health & Human Services	PIMS Clerk	J. Wheldon	1 month	01.09.08
Health & Human Services	Hospital Aide	A. White	1 month	01.09.08
Health & Human Services	Senior Pharmacist	L. Allard	1 month	01.09.08
Health & Human Services	Occupational Therapist	C. Cresswell	1 month	01.09.08
Health & Human Services	Manager Occupational Therapy Services	S. Gilham	1 month	01.09.08
Health & Human Services	Senior Physiotherapist	R. Gopal	6 month	01.09.08
Health & Human Services	Dietician	V. Lake	1 month	01.09.08
Health & Human Services	Manager Health Information Services	C. Lewis	1 month	01.09.08
Health & Human Services	Social Worker	H. Osborne	1 month	01.09.08
Health & Human Services	Manager Physiotherapy Services	L. Sanderson	1 month	01.09.08
Health & Human Services	Senior Physiotherapist	E. Senz	1 month	01.09.08
Health & Human Services	Manager Pharmacy Services	L. Smith	1 month	01.09.08
Health & Human Services	Senior Speech Pathologist	H. Wilson	1 month	01.09.08
Health & Human Services	Pharmacist	J. Yek	1 month	01.09.08
Health & Human Services	Clinical Nurse Educator	E. Shaw	1 month	01.09.08
Health & Human Services	After Hours Nurse Manager	J. Richmond	1 month	01.09.08
Health & Human Services	House Services Assistant	S. Weedon	6 months	22.09.08
Health & Human Services	Aboriginal Policy and Liaison Officer	C. Mundy	6 months	22.09.08
Primary Industries & Water	Marketing and Communications Consultant (General)	S. de Salis	6 months	22.09.08
Treasury & Finance	Graduate Financial Analyst	J. Dunne	6 months	06.10.08

Fixed-term Appointments of Greater than 12 Months

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect</i>
Economic Development & Tourism	Executive Director Sport and Recreation Tasmania	C. Martin	5 years	18.09.08

Transfer of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Primary Industries & Water	A Wells	Environment, Parks, Heritage & the Arts	Section Head, Policy	23.09.08
Justice	A Keygan	Infrastructure, Energy & Resources	Project Officer	06.10.08

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Economic Development & Tourism	K. Mann	Client Support Officer	12.09.08
Economic Development & Tourism	S. Steven	Head of Digital Marketing	06.10.08
Economic Development & Tourism	J. Pasinski	Coordinator Customer Service	16.09.08
Economic Development & Tourism	L. Barnes	Manager Science and Technology	17.09.08
Education	K Bennetts	School Office Clerk	22.09.08
Education	S Conkie	Advanced Skills Teacher	22.09.08
Education	J Gow	School Executive Officer	22.09.08
Education	Sandra Ferguson	Senior IT Support Officer	08.09.08
Education	Nathan Stewart	IT Support Officer	08.09.08
Education	Joanna Beck	Manager, Resources and Access	11.09.08
Education	Janice Fitzmaurice	Administrative Officer	22.09.08
Education	Lyn Steel	Administrative Officer	18.09.08
Health & Human Services	P. Padgett	Clinical Nurse	05.10.08
Health & Human Services	A. Wilson	Senior Community Physiotherapist	22.09.08
Health & Human Services	A. Burgess	Manager, Ministerial and Parliamentary Services	18.09.08
Health & Human Services	E. Makarewicz	Manager, Executive Services	18.09.08
Health & Human Services	N. Adams	Client Support Officer	22.09.08
Justice	B. Bowes	Advisory Officer	15.09.08
Police & Emergency Management	D. Manhood	Office Manager	29.09.08
Police & Emergency Management	M. Lawler	Manager, Information Technology Services	29.09.08
Police & Emergency Management	J. van Dongen	Senior Records Officer	11.09.08
Police & Emergency Management	C. Lathouras	Coordinator, Workplace Diversity Program	12.09.08
Police & Emergency Management	D. Salter	Manager, Drug Strategies and Support Projects	10.09.08
Police & Emergency Management	L. Bessell	HR Officer	18.09.08
Premier & Cabinet	A Shelverton	Courier/Driver	09.09.08
Premier & Cabinet	D Bain	Budget & Project Officer	18.09.08
Premier & Cabinet	B Blazely	Senior Systems & Network Administrator	18.09.08
Primary Industries & Water	S. Archer	Technical Officer	15.09.08
Primary Industries & Water	C. Sherman	Manager (Quarantine)	16.09.08
Treasury & Finance	M. Zwart	Administrative Officer	06.10.08

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Archivist	Mr William Peart	05.09.08
Education	Network Controller	Mark Van Den Heuvel	12.09.08
Education	IT Trainee	Tim Harrison	12.09.08
Education	Relief Teacher	Miss Sarah Bulkeley	12.09.08
Environment, Parks, Heritage & the Arts	Section Head-Major Projects Regulation	P Vasel	30.09.08
Health & Human Services	Registered Nurse	Ms. S. Barnard	15.09.08
Health & Human Services	Registered Nurse	Mr. S. Lambdon	01.09.08

Health & Human Services	Cleaner/Kitchen Hand	L. Van der Molen	08.09.08
Health & Human Services	Hospital Aide	Michael Reason	15.09.08
Health & Human Services	Cos Rural Co-Ordinator	S. Young	15.09.08
Health & Human Services	Senior Physiotherapist	D Seeney	19.09.08
Health & Human Services	Occupational Therapist	A Bynon	19.09.08
Health & Human Services	Occupational Therapist (Community)	J Roper	19.09.08
Health & Human Services	Nurse Unit Manager	J Leeson	13.09.08
Justice	Crown Counsel	P Jones	29.07.08
Police & Emergency Management	Computer Systems Officer	D. Shaw	12.09.08
Primary Industries & Water	Quarantine Officer	M. Hillier	21.09.08
Primary Industries & Water	Marine Conservation Officer	A Irvine	26.09.08

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Assistant Principal	H White	05.09.08
Education	Support Teacher	D Noonan	05.09.08
Education	Assistant Principal	D Jacobs	05.09.08
Education	Teacher	C Moore	05.09.08
Education	Teacher ESL	D Rothwell	05.09.08
Education	Advanced Skills Teacher	C Menadue	05.09.08
Education	Advanced Skills Teacher	P Stoessiger	08.09.08
Education	Clerical & Admin Officer	Rosita Withers	18.09.08
Education	Teacher	Michael H Ziegeler	05.09.08
Education	Teacher	Theo Oosterloo	24.07.08
Education	School Executive Officer	Mrs Kristine O'Toole	17.07.08
Education	School Attendant	Mr Geoffrey Gillard	29.08.08
Education	School Attendant	Mr Geoffrey Hamilton	18.08.08
Health & Human Services	Customer Service Officer	R Evans	12.09.08
Health & Human Services	Executive Assistant	M Hall	10.09.08
Justice	Clerk	M. Whitfield	23.09.08
Police & Emergency Management	Executive Officer	P. Lynch	30.09.08
Police & Emergency Management	Clerical Officer	G. Abery	10.10.08
Premier & Cabinet	Driver	C Coughran	01.10.08
Primary Industries & Water	Business Analyst	A. Wood	03.10.08

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