



TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER
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INCLUDING G.S.T.

CONTENTS

VACANCIES—

Economic Development and Tourism	2290
Education.....	2292
Health and Human Services	2293
Premier and Cabinet	2302
Tasmanian Skills Institute.....	2303

STAFF MOVEMENTS—

Appointments	2303
Promotions.....	2303
Resignations	2304
Retirements.....	2304

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.



Just to let you know

Over the festive season our trading hours are
 8am - 12 noon Thursday 24 December 2009
 Closed 25th December 2009 to 10th of January 2010
 We resume normal working hours from 11th January 2010

Tasmanian Government Gazette

Email text copy to

govt.gazette@thepat.com.au

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

State Service Notices

Vacancy, Direct Selection and Staff Movement Notices

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

Order Information

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

Deadlines

Government Gazette :—

Copy must be received by Print Applied Technology Pty Ltd by **last mail or 4pm Friday** prior to publication.

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

Deadlines will be strictly adhered to

Subscription or account enquiries phone (03) 6233 3148

Tasmanian Government Gazette & Tasmanian State Service Notices.

Publication and copy closure dates.

Christmas 2009

COPY for the *Tasmanian Government Gazette* and *Tasmanian State Service Notices* to be published on **Wednesday**

23 December 2009:—.

Copy for the General Gazette must be received by 12 noon on Friday 18 December 2009

COPY for the *Tasmanian Government Gazette* to be published on Wednesday 30 December 2009:—.

Copy for the General Gazette must be received by 12 noon on Tuesday 22 December 2009

Note: There will be no State Service section on this date.

COPY for the *Tasmanian Government Gazette* and *Tasmanian State Service Notices* to be published on Wednesday 6 January 2010:—.

Copy for the General Gazette must be received by 4pm on Monday 4 January 2010.

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

CORPORATE SUPPORT DIVISION

Property and Procurement

Senior Advisory Officer (425092).

Applications Close:—Friday, 1 January 2010.

Salary:—\$66,073 – \$69,098 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Hobart.

Duties:—To provide high level advice, guidance and assistance to Departmental staff to ensure effective, efficient and compliant project procurement, disposals and contract management. To manage the development and maintenance of the Department's strategic business risk profile, Business Continuity Plans and response to the Government's climate change initiatives. To undertake whole of department specific projects relevant to the division, as required.

Desirable Requirements:—Relevant legal drafting skills.

Enquiries to Shaun Willie, Manager Property, Procurement and Facilities, Department of Economic Development, Tourism and the Arts, phone (03) 6233 5521, email Shaun.Willie@development.tas.gov.au

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart TAS 7001, phone (03) 6233 5836, fax (03) 6233 5703, email applications@development.tas.gov.au

Applications must address the selection criteria outlined in the Statement of Duties and include a current Curriculum Vitae.

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

CULTURE, RECREATION AND SPORT

Corporate Communications

Media Officer (424861).

Applications Close:—Friday, 1 January 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—To provide media liaison and writing services across the department with the aim of promoting a positive image of the department and its programs and services. These include Arts Tasmania, Antarctic Tasmania, Screen Tasmania, Sport and Recreation Tasmania and the Tasmanian Museum and Art Gallery as well as industry development and export and investment marketing.

As a member of the Corporate Communications Unit, liaise with members of the media, ministerial offices and departmental business unit managers to assist in determining their needs and identify and schedule media opportunities and develop appropriate responses as required.

Desirable Requirements:—Relevant tertiary or industry recognised qualifications and/or professional affiliations. Photographic and design skills. A current motor vehicle drivers licence.

Enquiries to Emma Reid, Communications Director, Department of Economic Development, Tourism and the Arts, phone (03) 6233 5832, email Emma.Reid@development.tas.gov.au

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646 Hobart 7001, phone (03) 6233 5836, fax (03) 6233 5703, email applications@development.tas.gov.au

Applications must address the selection criteria outlined in the Statement of Duties and include a current Curriculum Vitae.

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

CULTURE, RECREATION AND SPORT

Sport and Recreation Tasmania

Sport and Recreation Services

Client Officer (424210).

Applications Close:—Friday, 1 January 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—Contribute to sport and recreation development activities and assist with the provision of information on the programs and services that support the sport and recreation sector. As a member of Sport and Recreation Services, liaise with members of other teams and undertake projects relating to sport and recreation matters.

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

Enquiries to Joy Maher for a copy of the Statement of Duties on (03) 6233 5926 or email Joy.Maher@development.tas.gov.au. For further information about the position, please contact Alison Gaden, Manager South, Department of Economic Development, Tourism and the Arts, phone (03) 6233 5315, email Alison.Gaden@development.tas.gov.au

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646 Hobart 7001, phone (03) 6233 5852, fax (03) 6233 5703, email applications@development.tas.gov.au

Applications must address the selection criteria outlined in the Statement of Duties and include a current Curriculum Vitae.

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

CULTURE, RECREATION AND SPORT

Sport and Recreation Tasmania

Sport and Recreation Services

Project Officer, Disability Sport (425094).

Applications Close:—Friday, 1 January 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time 4 January 2010 to 30 June 2011.

Location:—Hobart.

Duties:—Coordinate the delivery of Sports CONNECT, the Disability Education Programme and Sports Ability initiatives in accordance with Sport and Recreation Tasmania's service agreement with the Australian Sports Commission.

Facilitate increased opportunities for people with a disability to participate in sport and recreation activities of their choice at all levels.

Enquiries to Joy Maher for a copy of the Statement of Duties, phone (03) 6233 5926 or email Joy.Maher@development.tas.gov.au. For further information about the position, contact Helen Langenberg, Manager Sport and Recreation Services, Department of Economic Development, Tourism and the Arts, phone (03) 6233 5793, email Helen.Langenberg@development.tas.gov.au

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646 Hobart 7001, phone (03) 6233 5852, fax (03) 6233 5703, email applications@development.tas.gov.au

Applications must address the selection criteria outlined in the Statement of Duties and include a current Curriculum Vitae.

EDUCATION

COMMUNITY KNOWLEDGE NETWORK

LINC's East

LINC Manager—3 Vacancies.

Applications Close:—Friday, 8 January 2010.

Salary:—\$93,755 – \$100,987 p.a.

Tasmanian State Service Award, General Stream, Band 8.

Vacancy No. 964052.

Permanent full-time.

Location:—Launceston LINC.

Vacancy No. 964056.

Permanent full-time.

Location:—Rosny LINC.

Vacancy No. 964057.

Permanent full-time.

Location:—Hobart LINC.

Description of the Role:—Responsible for the implementation and management of information, community learning and adult and family literacy services, programs and initiatives in an urban catchment area along with assigned state-wide responsibilities. Contributes directly to CKN strategic directions, planning and policy development.

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 academic/professional qualifications.

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

Applications to HR Staffing & Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7101, fax (03) 6233 0566, email recruitment@education.tas.gov.au

EDUCATION

COMMUNITY KNOWLEDGE NETWORK

LINC's West

LINC Manager—4 Vacancies.

Applications Close:—Friday, 8 January 2010.

Salary:—\$93,755 – \$100,987 p.a.

Tasmanian State Service Award, General Stream, Band 8.

Vacancy No. 964049.

Permanent full-time.

Location:—Burnie LINC.

Vacancy No. 964051.

Permanent full-time.

Location:—Devonport LINC.

Vacancy No. 964053.

Permanent full-time.

Location:—Glenorchy LINC.

Vacancy No. 964054.

Permanent full-time.

Location:—Kingston LINC.

Description of the Role:—Responsible for the implementation and management of information, community learning and adult and family literacy services, programs and initiatives in an urban catchment area along with assigned state-wide responsibilities. Contributes directly to CKN strategic directions, planning and policy development.

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 academic/professional qualifications.

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 Andrew Norris, Department of Education, phone (03) 6233 7827, email andrew.norris@education.tas.gov.au

Applications to HR Staffing & Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7101, fax (03) 6233 0566, email recruitment@education.tas.gov.au

EDUCATION

COMMUNITY KNOWLEDGE NETWORK

LINC's West

Burnie LINC

Coordinator Community Learning & Information Services (700027).

Applications Close:—Friday, 8 January 2010.

Salary:—\$49,097 – \$53,441 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term part-time 20 hours per fortnight from as soon as possible to 30 June 2010.

Location:—Strahan Online Access Centre.

Description of the Role:—To co-ordinate the day-to-day delivery of community learning and information services in an Online Access Centre or specified Library.

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 IV in Workplace Training and Assessment, Diploma in Library and Information Studies or equivalent TAFE or post secondary qualification.

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 Craig Price, Department of Education, phone (03) 6434 6417, email craig.price@education.tas.gov.au

Applications to HR Staffing & Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7101, fax (03) 6233 0566, email recruitment@education.tas.gov.au

EDUCATION

LEARNING SERVICES

Learning Services (South-East)

Glenora District High School

Project Officer Connecting Families and School Communities (964225).

Applications Close:—Friday, 8 January 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time from as soon as possible for up to 6 months.

Location:—Glenora District High School.

Description of the Role:—Context.

Upper Derwent Valley/Central Highlands. One Project Officer will work within the Upper Derwent Valley and Central Highlands areas and the other Project Officer will work within the Southern Midlands area: to support families to nurture healthy, confident and happy children (0-12 years). These positions require effective liaison with local school programs such as Launching into Learning and with Department of Health and Human Services programs and are directly dependent on the funding of Upper Derwent Valley Schools through Communities for Children. The Project Officers, Connecting Families and School Communities, will work within the guiding principles of the Communities for Children service strategy and The Salvation Army's Community Strategic Plan.

The Role: Identify and advise on local community needs and initiate and develop programs to meet the needs of local children and families to build family and community capacity. Create opportunities for children and families to effectively participate in decision making, support and use of community services and local schools. Work collaboratively with children, parents/caregivers, government agencies and service providers.

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.

An appropriate qualification, such as a degree in Social Work, Nursing or a Diploma in Counselling or Community Services. Proven experience in developing and implementing community involvement strategies is advantageous.

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 Sonya Plunkett-Smith, Department of Education, phone (03) 6286 1301, mobile 0437 615 188, email sonya.plunkett-smith@education.tas.gov.au

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

HEALTH AND HUMAN SERVICES

FINANCE AND BUSINESS PERFORMANCE

*Financial Services****Manager Procurement Advisory Services (500643).***

Applications Close:—Friday, 8 January 2010.

Salary:—\$92,929 – \$100,076 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 8.

Permanent full-time day work.

Location:—Hobart, Launceston or Latrobe (To be negotiated with the successful applicant).

The Manager, Procurement Advisory Services is responsible for ensuring effective outcomes and on-going development in the areas of procurement across the Agency to deliver outcomes that are of significant strategic importance to the Department.

Desirable Requirements:—Extensive knowledge of and demonstrated experience in financial management and contemporary procurement practices, and public sector financial management and procurement requirements. High level conceptual and analytical skills, including a demonstrated capacity to develop and provide advice on a wide range of policy issues. High level communication, liaison, conflict resolution and negotiations skills. Demonstrated capacity to represent the Agency in high level and complex negotiations.

Enquiries to Dan Longstaff, Department of Health and Human Services, phone (03) 63365596, email dan.longstaff@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

Disability, Child, Youth and Family Services

Child and Family Health Nurse Relief Sth East (500923).

Applications Close:—Friday, 8 January 2010.

Salary:—\$58,055 – \$69,363 p.a.

Nurses (TPS) Award, Community FCH Nurse.

Fixed-term casual day work (as and when required) commencing as soon as possible for a period of 2 years.

Location:—Children & Family Services—South 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 and groups; undertake all aspects of early identification and early intervention activities; and participate in community development and health promotion activities.

Desirable Requirements:—Minimum of 3 years post basic registration nursing experience and holds a relevant tertiary qualification or is working towards same. Comprehensive knowledge of the principles of primary health care and ability to apply these principles in practice. Demonstrated clinical skills appropriate to the area of family and child health nursing.

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. Disciplinary action in previous employment check.

Enquiries to Kim Parker, Department of Health and Human Services, phone (03) 6230 7876, email kim.parker@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

Disability, Child, Youth and Family Services

Family Violence Worker-Adult Program, FVCSS, NW (501713).

Applications Close:—Friday, 8 January 2010.

Salary:—\$45,535 – \$73,058 p.a.

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

Fixed-term part-time day work (68.4 hours per fortnight) commencing as soon as possible until 15 December 2010.

Location:—Children & Family Services, North West.

Duties:—To work as a member of a professional team in the provision of services to adults affected by family violence as part of the multidisciplinary Family Violence Service established through the Government's Safe at Home initiative. Provide specialist services to adults affected by family violence in accordance with best practice principles and within a collaborative and multidisciplinary framework. Provide programs that incorporate multi-level assessments and interventions and address the needs of adults affected by family violence.

Desirable Requirements:—Demonstrated knowledge and understanding of family violence and its impact on adults. Demonstrated ability to work effectively with adults with complex needs and apply appropriate models of intervention, including experience in providing counselling. Demonstrated ability to exercise professional judgement and initiative, work with general supervision and seek guidance as appropriate.

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

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion, 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. Disciplinary action in previous employment check.

Enquiries to Alison Birchall, Department of Health and Human Services, phone (03) 6434 5475, email alison.birchall@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

*Disability, Child, Youth and Family Services***Professional Officer, Allied Health (516349).**

Applications Close:—Friday, 8 January 2010.

Salary:—\$69,974 – \$80,262 p.a.

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

Permanent full-time day work.

Location:—Disability Services, North.

Duties:—Provide specialist habilitation services to people with disabilities in a range of settings within a transdisciplinary model. Provide and coordinate supportive and specialist educational and consultancy services to carers, service providers and the wider community. Initiate and facilitate the establishment and development of services and resources for consumers. Initiate and develop professional and policy advice on specialist habilitation services and related issues for senior and corporate management.

Desirable Requirements:—Relevant post-graduate experience working with people with disabilities and a well developed ability to effectively design and manage specialist programs. Demonstrated specialist skills in the disability field and contemporary knowledge of the specialist area. Ability to demonstrate by example, actions and behaviours valued by the community, which enhances the image of people with disabilities.

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

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. Disciplinary action in previous employment check.

Enquiries to Fiona Woodfield, Department of Health and Human Services, phone (03) 6336 4179, email fiona.woodfield@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

NORTH WEST AREA HEALTH SERVICE

*Primary Health Services North West***Clinical Nurse (502371).**

Applications Close:—Friday, 15 January 2010.

Salary:—\$65,595 – \$69,363 p.a.

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

Permanent full-time shift work, fully rotational.

Location:—West Coast District Hospital, Queenstown.

Duties:—Clinical Nurse required for West Coast District Hospital, Queenstown. This is a full-time, permanent position working fully rotational shift work. West Coast District Hospital has ten acute beds, two accident and emergency beds, and sixteen residential aged care beds.

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. Disciplinary action in previous employment check.

Enquiries to Bob Cartledge, Department of Health and Human Services, phone (03) 6472 2300, email bob.cartledge@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

NORTH WEST AREA HEALTH SERVICE

*Primary Health Services North West***Clinical Nurse (502517).**

Applications Close:—Friday, 15 January 2010.

Salary:—\$65,595 – \$69,363 p.a.

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

Fixed-term full-time shift work, (on call) from as soon as possible for a period of 12 months.

Location:—Strahan Community Health Centre.

Duties:—Functions as an advanced clinical practitioner in the clinic and community setting using a primary health care model. Provides care across the lifespan for clients with chronic, palliative, acute, and emergency health conditions.

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. Disciplinary action in previous employment check.

Enquiries to Yvonne Armstrong, Department of Health and Human Services, phone (03) 6473 5700, email yvonne.armstrong@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

NORTH WEST AREA HEALTH SERVICE

*Primary Health Services North West***Clinical Nurse (Community) (514069).**

Applications Close:—Friday, 15 January 2010.

Salary:—\$65,595 – \$69,363 pro rata.

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

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

Location:—Rosebery Community Health Centre.

Duties:—Functions as an advanced clinical practitioner in the clinic, community and emergency setting. Provides care across the lifespan for clients with chronic, palliative, acute and emergency conditions.

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. Disciplinary action in previous employment check.

Enquiries to Yvonne Armstrong, Department of Health and Human Services, phone (03) 6473 5700, email yvonne.armstrong@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

NORTH WEST AREA HEALTH SERVICE

*Primary Health Services North West.***Clinical Nurse, Zeehan (514121).**

Applications Close:—Friday, 15 January 2010.

Salary:—\$65,595 – \$69,363 p.a.

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

Permanent full-time day work.

Location:—Zeehan Community Health Centre.

Duties:—Functions as an advanced clinical practitioner working the clinic and community setting. Provides care across the lifespan for clients with chronic, palliative and acute conditions.

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. Disciplinary action in previous employment check.

Enquiries to Yvonne Armstrong, Department of Health and Human Services, phone (03) 6473 5700, email yvonne.armstrong@dhhs.tas.gov.au

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Director, Human Capital (519067).

Applications Close:—Friday, 8 January 2010.

Salary:—\$92,929 – \$100,076 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 8.

Permanent full-time daywork.

Location:—Launceston General Hospital.

Duties:—The Director Human Capital will provide high level strategic human resource management advice, recommendations and solutions to the Chief Executive Officer NAHS and the NAHS leadership team. The occupant of this role is the primary point of contact for the CEO and senior managers in relation to HR issues. The role has a strategic focus and thus the occupant is responsible for establishing the workforce development strategy for the NAHS focused on the current and future workforce needs of the NAHS and DHHS. The Director, Human Capital will provide leadership, management and direction to a small team of HR professionals who provide a broad range of HR support services to all operational areas within the NAHS.

Desirable Requirements:—Demonstrated understanding of the practical application of using the Human Capital and Stewardship approach to the health industry. Holds or is working towards a relevant tertiary qualification, or equivalent experience. Is a member of AHRI and/or IRS or is eligible for membership. High level human resource management skills and experience and knowledge of contemporary management practice, including change management skills, all acquired within large complex organisations.

Enquiries to John Kirwan, Department of Health and Human Services, phone (03) 6348 7043, email john.kirwan@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

NORTHERN AREA HEALTH SERVICE

*Primary Health Services North***Administrative Assistant (507435).**

Applications Close:—Friday, 8 January 2010.

Salary:—\$42,877 – \$46,722 pro rata.

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

Fixed-term casual day work, to work as and when required, commencing as soon as possible to 11 January 2012.

Location:—St Marys.

Duties:—To provide admin support to the Director of Nursing and staff of St Marys Community Health Centre including the input of data, records management, preparation of general correspondence and reports and reception services. Undertake basic purchasing and accounts processing functions for the hospital including revenue generated by the hospital. Undertake a general liaison role with other sections of the agency and with external service providers and members of the public.

Desirable Requirements:—Demonstrated ability to perform administrative and clerical duties with accuracy and provision. Demonstrated organisational skills, including time management, prioritising completing 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.

Enquiries to Sophie Legge, Department of Health and Human Services, phone (03) 6336 4110, 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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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Day Care Centre Assistant (514753).

Applications Close:—Friday, 8 January 2010.

Salary:—\$38,264 – \$42,315 p.a.

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

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

Location:—Flinders Island Multi Purpose Centre.

Duties:—To provide therapy under the guidance and or supervision of the Co-ordinator to clients of the Day Care Centre.

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, 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. Disciplinary action in previous employment check.

Enquiries to Barry Herberts, Department of Health and Human Services, phone (03) 6359 2122, email barry.herberts@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

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Domestic Services Officer (512923).

Applications Close:—Friday, 8 January 2010.

Salary:—\$37,809 – \$38,933 pro rata.

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

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 Marys 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 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 Sophie Legge, Department of Health and Human Services, phone (03) 6336 4110, email sophie.legge@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

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Nurse Unit Manager (504495).

Applications Close:—Friday, 8 January 2010.

Salary:—\$79,725 – \$83,496 p.a.

Nurses (TPS) Award, Nurse Unit Manager.

Permanent full-time day work.

Location:—Campbell Town Multi Purpose Service.

Duties:—Provide leadership to the clinical resources for inpatient, residential, community nursing at the relevant rural health facility. Ensure the efficient and effective provision of care, based on clinical standards and best practice principles within a collaborative and multidisciplinary framework by coordinating the clinical, management, education and nursing research functions within the relevant rural health facility, in conjunction with the Director of Nursing/Site Manager, for clients accessing inpatient, residential, community health services.

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. Disciplinary action in previous employment check.

Enquiries to Maribeth Harris, Department of Health and Human Services, phone (03) 6336 5551, email maribeth.harris@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

NURSING AND ALLIED HEALTH

Project Consultant (515298).

Applications Close:—Friday, 8 January 2010.

Salary:—\$83,041 – \$90,513 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 7.

Permanent full-time day work.

Location:—Hobart.

Duties:—To provide a specialist consultative advisory service in relation to a portfolio of projects managed within the Chief Nurse Allied Health. To play a key role in planning, developing and implementing projects and programs, reporting to senior management under broad direction to achieve outcomes.

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 Francine Douce, Department of Health and Human Services, mobile 0400 540210, email francine.douce@dhhs.tas.gov.au

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Conjoint Physiologist in Clinical Respiratory Medicine/ Senior Research Fellow (518445).

Applications Close:—Friday, 29 January 2010.

Salary:—\$69,974 – \$80,262 p.a.

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

Fixed-term full-time day worker, commencing 1 March 2010 till 29 February 2012.

Location:—Royal Hobart Hospital and Menzies Research Institute.

This is a Conjoint Appointment between the Menzies Research Institute, University of Tasmania (UTAS) and The Royal Hobart Hospital, Department of Health and Human Services.

Duties:—Manage the Lung Function Unit at the Royal Hobart Hospital, including performing arrange of diagnostic lung function tests, and work within a multidisciplinary team to support research activities of the Respiratory Research Group at the Menzies Research Institute.

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

Enquiries to Dr Richard Wood-Baker, Department of Health and Human Services, phone (03) 6222 7353, mobile 0438 213 113, email richard.wood-baker@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

SOUTHERN TASMANIA AREA HEALTH SERVICE

Quality Control Manager, Jack Jumper Allergy Programme (517373).

Applications Close:—Friday, 8 January 2010.

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, working 22.8 hours per fortnight, commencing as soon as possible until 30 June 2011.

Location:—South.

Duties:—This position is responsible for maintaining appropriate documentation and collecting all relevant data to ensure Therapeutic Goods Administration license can be granted and maintained for Jack Jumper Ant Venom to be manufactured at the Royal Hobart Hospital Pharmacy Department according to the code of Good Manufacturing Practice for Active Pharmaceutical Ingredients. Maintain and develop protocols to be used to harvest, extract and manufacture, to the level of an Active Pharmaceutical Ingredient, venom from Jack Jumper Ants. Perform, oversee and maintain all quality assurance procedures for the manufacture of Jack Jumper Ant Venom. Conduct regular audits and product quality reviews and document the results of these investigations in written reports. Perform, oversee and maintain established quality control assays for Jack Jumper venom (eg: protein content, HPLC, ELISA, SDS-PAGE and Immunoblot assays). Oversee the training of technical and professional staff whom perform the manufacture of Jack Jumper Ant venom. Liaise with contract manufacturers (including contract laboratories) regarding any relevant activities that are conducted externally.

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

Enquiries to Jenny Gudden, Department of Health and Human Services, phone (03) 6222 7599 (Mon & Tues), mobile 0409 566 363 (Thurs & Fri), email jenny.gudden@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

SOUTHERN TASMANIA AREA HEALTH SERVICE

Registered Nurse (506725).

Applications Close:—Friday, 8 January 2010.

Salary:—\$49,012 – \$64,842 pro rata.

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

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

Location:—Esperance Multipurpose and Health Centre.

Duties:—The Registered Nurse will in collaboration with members of the healthcare team plan, implement and evaluate patient/client care. You will work effectively within a dynamic multidisciplinary team, contributing to a strong team approach through open communication and a positive supportive approach. You will maintain accurate, objective documentation and promote a safe work environment.

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. Disciplinary action in previous employment check.

Enquiries to Pam Welsh, Department of Health and Human Services, phone (03) 6298 9200, email pamela.welsh@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

SOUTHERN TASMANIA AREA HEALTH SERVICE

*Primary Health Services South***Clinical Nurse Consultant Esperance MPC (505612).**

Applications Close:—Friday, 8 January 2010.

Salary:—\$74,477 – \$79,725 pro rata.

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

Permanent part-time day work, working 64 hours per fortnight.

Location:—Esperance Multipurpose and Health Centre.

Duties:—Within a multidisciplinary team the Clinical Nurse Consultant will work, develop, implement, co-ordinate and evaluate relevant activities to improve patient / resident outcomes. You will need to coordinate and facilitate assessment, care planning and delivery of care relevant to residential aged care, community clients and acute rural health patients. You will provide support for the Director of nursing in relation to the ongoing management of the facility and provide leave relief as required.

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. Disciplinary action in previous employment check.

Enquiries to Pam Welsh, Department of Health and Human Services, phone (03) 6298 9200, email pamela.welsh@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

SOUTHERN TASMANIA AREA HEALTH SERVICE

*Primary Health Services South***Domestic Services Officer (506099).**

Applications Close:—Friday, 8 January 2010.

Salary:—\$37,809 – \$38,933 pro rata.

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

Fixed-term casual day work (hours as and when required) commencing as soon as possible for a period of 2 years.

Location:—Esperance Multipurpose and Health Centre.

Duties:—The Domestic Services Officer will assist the Health Care Team in providing care to the Resident / Patients by preparation of food and other domestic duties such as cleaning within the facility. You will assist in maintaining a clean, happy and safe home like environment for residents/ patients and staff at the centre, and work within the philosophy of the EMPHC to achieve the highest possible standard of care.

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, 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. Disciplinary action in previous employment check.

Enquiries to Pam Welsh, Department of Health and Human Services, phone (03) 6298 9200, email pamela.welsh@dhhs.tas.gov.au

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

*Primary Health Services South***Personal Care Worker (518189).**

Applications Close:—Friday, 8 January 2010.

Salary:—\$38,264 – \$42,315 pro rata.

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

Permanent part-time day work, working 10 hours per fortnight.

Location:—Huon Valley Region.

Duties:—The Personal Care Worker will provide assistance with personal care as delegated and provide practical assistance with regular household duties. You will work as a member of a multi disciplinary health care team maintaining close liaison with the Community Nurse and Clinical Nurse Consultant. You will assist the client who has a stable non-complex care need, with mobility, personal hygiene, grooming and dressing as delegated by the Community Health Nurse, with indirect supervision. You will provide a basic service, which could include cleaning, cooking, shopping assistance, washing and ironing and assist the Community Health Nurse to provide personal care for non-ambulatory, heavy and seriously ill clients. You will be working throughout the Huon Valley.

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, 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. Disciplinary action in previous employment check.

Enquiries to Roby Rylands, Department of Health and Human Services, phone (03) 6222 7618, email robyn.rylands@dhhs.tas.gov.au

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Primary Health Services South

Senior Physiotherapist (Community) (506811).

Applications Close:—Friday, 8 January 2010.

Salary:—\$69,974 – \$80,262 pro rata.

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

Permanent part-time day work, working 34.2 hours per fortnight.

Location:—Southern Area.

Duties:—The Senior Physiotherapist will work within a primary health care framework to ensure the efficient and effective provision of optimal physiotherapy management in the assessment, diagnosis and delivery of therapeutic interventions for clients of the Community Physiotherapy Service. You will coordinate the physiotherapy services in the location including supervision and support of staff and undergraduate or postgraduate students as required. In conjunction with the Community Physiotherapy Manager, you will be involved in the formulation of objectives, policies and priorities within Primary Health Area South.

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

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. Disciplinary action in previous employment check.

Enquiries to Jennie Delaney, Department of Health and Human Services, phone 62227280, mobile 0448 595 358, email jennie.delaney@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

SOUTHERN TASMANIA AREA HEALTH SERVICE

Royal Hobart Hospital

Clinical Nurse (509760).

Applications Close:—Friday, 8 January 2010.

Salary:—\$74,477 – \$79,725 p.a.

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

Permanent full-time day work.

Location:—South.

Duties:—Functions as an advanced clinical practitioner by providing a high level of nursing care within the paediatric oncology/haematology areas. In collaboration with the Clinical Nurse Manager provide education and support to staff in the paediatric inpatient and outpatient settings in the management of patients with an Oncology/Haematology diagnosis.

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

Enquiries to Barbara Saunders, Department of Health and Human Services, phone (03) 6222 8766, email rh.nursecodirectorwacs@dhhs.tas.gov.au

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Royal Hobart Hospital

Customer Service Officer (Relief) (508147).

Applications Close:—Friday, 8 January 2010.

Salary:—\$42,877 – \$46,722 p.a.

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

Fixed-term casual Shift Work (Fully Rotational), working as and when required, to commence asap for a period of 12 months.

Location:—South.

Duties:—In a multi skilled environment, provide internal and external clients with a professional and efficient service, including switchboard, online directory and general reception duties for patients, visitors and staff of the Hospital.

Enquiries to Anne Carey, Department of Health and Human Services, phone (03) 6222 7999, email anne.carey@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

SOUTHERN TASMANIA AREA HEALTH SERVICE

Royal Hobart Hospital

Registered Nurses and Enrolled Nurses (Various Vacancies).

Applications Close:—Friday, 17 December 2010.

Salary:—\$49,012 – \$64,842 p.a.

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

Permanent full-time or part-time and Fixed-term full-time or part-time opportunities are available.

Location:—Various locations within the Royal Hobart Hospital.

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

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

Enquiries to: Recruitment Nurse Manager, Royal Hobart Hospital, Department of Health and Human Services, phone (03) 6222 7515.

HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Royal Hobart Hospital

Senior Registrar/Fellow for Neonatal and Paediatric Intensive Care (512850).

Applications Close:—Friday, 8 January 2010.

Salary:—To be negotiated.

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

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

Location:—Royal Hobart Hospital.

Duties:—This is a 12 month full-time position to staff an 11 bed NICU/PICU and 15 bed SCN. The position is suitable for an advanced trainee in neonatology and is accredited for 12 months of advanced training in Neonatology. The position involves Monday to Friday daytime duties including supervision of the junior medical staff on the Unit in conjunction with the consultant staff, and one midweek night on-call as the acting consultant.

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.

Enquiries to Dr Sean Beggs, Department of Health and Human Services, phone (03) 6222 7424, email sean.beggs@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

STATEWIDE AND MENTAL HEALTH SERVICES

Alcohol and Drug Services

Clinical Nurse Alcohol and Drugs (517284).

Applications Close:—Friday, 8 January 2010.

Salary:—\$62,802 – \$67,183 p.a.

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

Permanent full-time Permanent.

Location:—Alcohol & Drug (North West).

Duties:—Working as an essential member of a multi-disciplinary team, the Clinical Nurse Alcohol and Drug will be responsible for providing comprehensive assessments, care planning and clinical interventions to individuals who may be physically and or psychologically dependent on legal or illegal substances. Support and education may also be provided to the families of those individuals. Well developed communication skills are a vital requirement and some counselling skills are desirable. The successful applicant will be provided with training in evidence based treatments relative to the alcohol and drug area. Preceptoring of nursing students may be required.

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. Disciplinary action in previous employment check.

Enquiries to Sally Richardson, Department of Health and Human Services, phone (03) 64298555, email sally.richardson@dhhs.tas.gov.au

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HEALTH AND HUMAN SERVICES
STATEWIDE AND MENTAL HEALTH SERVICES
Health and Wellbeing Services
Oral Health Services

Dental Assistant- Relief (501378).

Applications Close:—Friday, 8 January 2010.

Salary:—\$42,877 – \$46,722 p.a.

Health and Human Services (Tasmanian State Service) Award, Health Services Officer, Level 5.

Fixed-term casual day work as and when required, commencing as soon as possible for a 2 year period.

Location:—Oral Health Services South.

Duties:—The role of the Dental Assistant is to assist the Dental Clinician by providing a range of support including clinical chairside assistance, administrative and clerical activities, and sterilisation and infection control practices. To take a lead role in training, assisting and orientating less experienced staff. You will assist the Dental Officer with procedures carried out under general anaesthetic in the operating theatre and dispose of hazardous materials and waste, according to the current NHMRC and OHS guidelines.

Desirable Requirements:—Expertise in, and significant knowledge of, Dental Assistant's clinical procedures, including current infection control practices, with a knowledge of current NHMRC Infection Control guidelines, OHS guidelines and appropriate legislation. Ability to communicate effectively and work efficiently with members of the dental professions, clients and members of the public. Knowledge of Oral Health Service procedures, techniques and policies or the ability to quickly acquire such. Acceptable experience in Cardio Pulmonary Resuscitation and emergency first aid techniques.

Enquiries to Tracey Laws, Department of Health and Human Services, phone (03) 6214 5472, email tracey.laws@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
STATEWIDE AND MENTAL HEALTH SERVICES
Mental Health Services North West

Registered Nurse Relief (503102).

Applications Close:—Friday, 8 January 2010.

Salary:—\$49,012 – \$64,842 pro rata.

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

Fixed-term casual shift work (fully rotational) as and when required, commencing as soon as possible for a period of 2 years.

Location:—Spencer Clinic Inpatient Unit, North West Regional Hospital, Burnie.

Duties:—As part of a multi-disciplinary team delivering high quality mental health services the Registered Nurse utilises a problem solving approach and established nursing procedures in the delivery and evaluation of direct care to a designated number of clients. Interacts effectively with consumers, families and significant others in the planning and implementation of care in collaboration with other members of the health team to ensure consumer focused outcomes.

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. Disciplinary action in previous employment check.

Enquiries to Alden Thynne, Department of Health and Human Services, phone (03) 6430 6579, mobile 0438 075 780, email alden.thynne@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

TASMANIAN AMBULANCE AND HEALTH TRANSPORT SERVICE

Ambulance Educator (510676).

Applications Close:—Friday, 8 January 2010.

Salary:—\$70,458 p.a.

Tasmanian Ambulance Service Award, Ambulance Educator.

Permanent full-time day work—(3 Vacancies).

Location:—Clinical Practice and Education Unit, Hobart.

Duties:—Research, develop and implement effective and appropriate training programs for ambulance practitioners. Review and evaluate the performance of paramedic practitioners and volunteers in courses and recommend accreditation and/or competence.

Essential Requirements:—Qualified Ambulance Officer. Current accreditation in the ALS (Advanced Life Support). 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. Disciplinary action in previous employment check.

Enquiries to Cathy McNamara, Department of Health and Human Services, phone (03) 6230 8542, email catherine.mcnamara@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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PREMIER AND CABINET

POLICY DIVISION

Policy Analyst (000815).

Applications Close:—Friday, 25 December 2009

Salary:—\$70,028 – \$82,717 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

Duties:—To undertake policy research, analysis, development, implementation and review in relation to policies

at a strategic level. Provide the Premier and Cabinet with broad-based advice from a Government-wide perspective.

Desirable Requirements:—A tertiary qualification in a relevant discipline or research experience to similar level.

Essential Requirements:—None.

Enquiries to Tim Bullard, Director, Policy Division, Department of Premier and Cabinet, phone 0362327172, email Tim.Bullard@dpac.tas.gov.au

Applications to Melanie Ludwig, Executive Assistant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart, Tasmania 7001, phone 0362705482, fax 0362332769, email Melanie.Ludwig@dpac.tas.gov.au

TASMANIAN SKILLS INSTITUTE

OPERATIONS

Construction

Teacher (Carpentry or Carpentry and Joinery) (001719).

Applications Close:—Friday, 8 January 2010.

Salary:—\$48,577 – \$75,323 p.a.

Post Year 10 Teaching Staff Award, Band 1.

Permanent full-time.

Location:—North West.

Duties:—Responsible to the designated Unit Leader for undertaking training and assessing duties as may be required within the specified area of Construction – carpentry or carpentry and joinery.

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.

Desirable Requirements:—Successful completion of an apprenticeship and trade certificate or equivalent technical or commercial qualifications (including a technician certificate) or a Degree, Diploma, or Associate Diploma deemed appropriate to Construction – carpentry or carpentry and joinery. A minimum of 3 years relevant vocational or industrial experience, or other appropriate experience deemed relevant by the controlling authority. Certificate IV in Training and Assessment, or equivalent.

Enquiries to Sean Crane, Unit Leader, Construction North West, Tasmanian Skills Institute, phone (03) 6434 5715, mobile 0439 367 517, email sean.crane@skillsinstitute.tas.edu.au

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

Applications to Human Resource Services (Recruitment), Shared Services, G.P.O. Box 1625, Hobart 7001, phone (03) 6233 4668, fax (03) 6231 2254, email recruitment@sharedservices.tas.edu.au

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

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

If no acknowledgement or system generated response is received contact should be made with the Human Resource Services, Shared Services on (03) 6233 4668.

Staff Movements

Permanent Appointments.

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect.</i>
Economic Development, Tourism & the Arts	Facilities Coordinator	L. Hobson	6 months	14.12.09
Education	Teacher Aide	V. Broadbridge	6 months	18.11.09
Education	Canteen Supervisor	V. Triffitt	6 months	30.11.09
Education	Farm Manager	M. Johnson	6 months	11.11.09
Education	Teacher Aide	R. Byers	6 months	07.12.09
Education	Teacher Aide	A. Kershaw	6 months	10.12.09
Education	Teacher	A. Cook	6 months	10.12.09
Education	Teacher	B. Huddleston	6 months	10.12.09
Health & Human Services	Registered Nurse	A Alaco	6 months	01.12.09
Health & Human Services	Enrolled Nurse	V.Ellick	6 months	03.12.09
Justice	Community Service Order Support Officer	A Innes	6 Months	10.12.09
Justice	Community Service Order Support Officer	R Watson	6 months	14.12.09
Tasmanian Skills Institute	Teacher	M. Meldrum	6 months	10.12.09

Promotion of Permanent Employees.

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect.</i>
Education	A. Bain	State Co-ordinator Deaf Services	10.12.09
Health & Human Services	B. Phegan	Clinical Nurse	10.12.09

Health & Human Services	M. Weber	Clinical Nurse	10.12.09
Treasury & Finance	D. Hickman	Assistant Director	10.12.09
Treasury & Finance	R. Smith	Assistant Director	07.12.09
Tasmanian Skills Institute	D. Colledge	Regional Manager, Learning and Development	23.11.09

Extension or Renewal of Fixed-term Appointments beyond 12 months.

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect.</i>
Economic Development, Tourism & the Arts	Senior Operations & Operations Assistant	S. Lowney	21 months	01.11.09
Economic Development, Tourism & the Arts	Senior Operations & Operations Assistant	H. Keleher	21 months	01.11.09

Retirement of Permanent Employees.

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect.</i>
Education	Teacher	J. Knight	01.12.09
Education	Librarian	P. Burbury	09.12.09
Education	Librarian	S. McClarron	02.12.09
Education	School Attendant	J. Harrup	27.11.09
Education	Teacher	R. McKenna	28.09.09
Education	Teacher	P. Murphy	11.12.09
Education	Library Technician	R. Chapman	11.12.09
Education	Teacher	H. Lachowicz	11.12.09
Health & Human Services	Registered Nurse	P. Perinski	28.11.09

Resignation of Permanent Employees.

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect.</i>
Education	Advanced Skills Teacher	P. Stanley	24.11.09
Health & Human Services	Rostered Carer	S. Hyvattinen	23.11.09
Health & Human Services	Pathology Clerk	R Parry	09.12.09
Health & Human Services	Community Mental Health Nurse	C McCarthy	10.12.09
Health & Human Services	Registered Nurse	E. Brooks	07.12.09
Health & Human Services	Registered Nurse	B. Pearson	01.12.09
Health & Human Services	Registered Nurse	V. Hickman	27.11.09
Health & Human Services	Co-Ordinator Resource Team	C. Lawrance-Harmey	11.12.09
Infrastructure, Energy & Resources	Operations Officer	J Clingleffer	09.12.09
Justice	Probation Officer	L. Maddy	11.12.09
Primary Industries, Parks, Water & Environment	Programme Leader (Horticulture)	D. Close	09.12.09
Primary Industries, Parks, Water & Environment	Senior Policy Officer	J. March	18.12.09

Retirement of Officers.

<i>Agency</i>	<i>Officer's Name</i>	<i>Duties Assigned</i>	<i>Date Effective.</i>
Premier & Cabinet	E. Perriman	Manager Computing	16.12.09

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