



# TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER  
SALES \$1-10  
INCLUDING G.S.T.

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**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](http://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](http://www.jobs.tas.gov.au) site or the enquiries person. Application forms are available from the [www.jobs.tas.gov.au](http://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](http://www.jobs.tas.gov.au) site. A list of currently operating registers is also available from this site.

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](http://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.

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## Gazette

Email 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](http://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](http://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](mailto: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 4 p.m. Friday** prior to publication. *State Service Notices—Vacancy, Direct Selection and Staff Movement Notices*:—Information is to be entered on the jobs system by **6 p.m. Friday** prior to publication. Telephone (03) 6233 6687.

**Deadlines will be strictly adhered to.**

**Subscription or account enquiries phone (03) 6233 3148**

#### HEALTH AND HUMAN SERVICES

##### HEALTH SERVICES

##### *Launceston General Hospital*

#### **Clinical Nurse (504005).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$62,802 – \$67,183 pro rata.

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

Fixed-Term part-time day worker (with oncall) working 40 hours per fortnight. To commence 28 June 2009 until 26 June 2010. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Medicine, Renal Unit.

Duties:—Functions as an advanced clinical practitioner within the designated area and provides management support to the Nurse Unit Manager (NUM) and Nurse Educators including participation in staff education and the management of staff performance.

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

Enquiries to Rose Mace, Department of Health and Human Services, phone (03) 63487045, email [rose.mace@dhhs.tas.gov.au](mailto:rose.mace@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, GPO Box 125, Hobart 7001.

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#### HEALTH AND HUMAN SERVICES

##### HEALTH SERVICES

##### *Launceston General Hospital*

#### **Clinical Nurse (504154).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$62,802 – \$67,183 p.a..

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

Fixed-Term full-time shift worker (fully rotational). To commence on 9 August 2009 until 30 January 2010. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Medicine, Ward 6D.

Duties:—Functions as an advanced clinical practitioner within the designated area and provides management support to the Nurse Unit Manager (NUM) and Nurse Educators including participation in staff education and the management of staff performance.

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

Enquiries to Vanessa Fulton, Department of Health and Human Services, phone (03) 6348 7329, email [vanessa.fulton@dhhs.tas.gov.au](mailto:vanessa.fulton@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, GPO Box 125, Hobart 7001.

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#### HEALTH AND HUMAN SERVICES

##### HEALTH SERVICES

##### *Launceston General Hospital*

#### **Registered Nurse (504137).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$47,472 – \$62,348 p.a..

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

Permanent full-time shift worker (fully rotational). Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Oncology/General Medicine, Ward 5D.

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. The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following

areas: crimes of violence; sex related offences; serious drug offences; and crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Mr Kerry Leonard, Department of Health and Human Services, phone (03) 6348 7481, email [kerry.leonard@dhhs.tas.gov.au](mailto:kerry.leonard@dhhs.tas.gov.au)

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Launceston General Hospital*

##### **Registered Nurse (504142).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$47,472 – \$62,348 p.a..

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

Fixed-Term full-time shift worker (fully rotational). To commence as soon as possible until 15 May 2010. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Oncology/General Medicine, Ward 5D.

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

Enquiries to Mr Kerry Leonard, Department of Health and Human Services, phone (03) 6348 7481, email [kerry.leonard@dhhs.tas.gov.au](mailto:kerry.leonard@dhhs.tas.gov.au)

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Launceston General Hospital*

##### **Registered Nurse (504136).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$47,472 – \$62,348 p.a..

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

Fixed-Term part-time shift worker (fully rotational) working 64 hours per fortnight. To commence as soon as possible until 16 May 2010. Notwithstanding, hours per fortnight may be

negotiated with the successful applicant.

Location:—Oncology/General Medicine, Ward 5D.

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

Enquiries to Mr Kerry Leonard, Department of Health and Human Services, phone (03) 6348 7481, email [kerry.leonard@dhhs.tas.gov.au](mailto:kerry.leonard@dhhs.tas.gov.au)

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Launceston General Hospital*

##### **Registered Nurse (504173).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$47,472 – \$62,348 p.a..

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

Fixed-Term part-time shift worker (fully rotational) working 40 hours per fortnight. To commence on 12 July 2009 until 30 January 2010.

Location:—Medicine, Ward 6D.

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

Enquiries to Vanessa Fulton, Department of Health and Human Services, phone (03) 6348 7329, email [vanessa.fulton@dhhs.tas.gov.au](mailto:vanessa.fulton@dhhs.tas.gov.au)

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Launceston General Hospital***Registered Nurse (513483).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$47,472 – \$62,348 pro rata.

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

Permanent part-time shift worker (fully rotational) working 64 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Oncology/General Medicine, Ward 5D.

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

Enquiries to Mr Kerry Leonard, Department of Health and Human Services, phone (03) 63487481, email [kerry.leonard@dhhs.tas.gov.au](mailto:kerry.leonard@dhhs.tas.gov.au)

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Mersey Community Hospital***PIMS Clerk (Casual) (514484).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$41,427 – \$45,142 pro rata.

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

Fixed-Term casual day worker, working as and when required. To commence as soon as possible until 11 June 2010.

Location:—Mersey Community Hospital.

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

Desirable Requirements:—High level communication and interpersonal skills and a demonstrated ability to interact with the public and staff at all levels. A demonstrated knowledge of clerical procedures within a hospital or health care facility and the ability to undertake complex clerical duties. Proven ability to organise and prioritise workflow according to demand with the ability to work in a multi-disciplinary team environment.

Enquiries to Geraldine Hanigan, Department of Health and

Human Services, phone (03) 64306527, mobile 0409 173 260, email [geraldine.hanigan@dhhs.tas.gov.au](mailto:geraldine.hanigan@dhhs.tas.gov.au)

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*North West Regional Hospital***Senior Speech Pathologist (Paediatric) (502053).**

Applications Close:—Friday, 12 June 2009.

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. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Allied Health/Speech Pathology.

Duties:—To provide clinical speech pathology assessment, diagnosis and intervention of paediatric patients of North West Area Health Service. Rotation across sites and clinical work areas within Speech Pathology services may be required, including inpatients and adult outpatient adults. To assist the Manager Speech Pathology Services in providing clinical leadership, professional support and ensuring best practice standards for speech pathology services provided by the North West Area Health Service in accordance with organisational policies and the professional code of conduct.

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

Enquiries to Ruth Chalk, Department of Health and Human Services, phone (03) 64217720, email [ruth.chalk@dhhs.tas.gov.au](mailto:ruth.chalk@dhhs.tas.gov.au) or Sonia Doran, Department of Health and Human Services, phone (03) 64217720.

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, GPO Box 125, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Primary Health Services**Primary Health North***Health Care Assistant (512770).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$36,748 – \$40,884 p.a..

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

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

Location:—Deloraine Hospital.

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

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 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 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, GPO Box 125, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Royal Hobart Hospital*

#### **Career Medical Officer—2 Vacancies.**

Applications Close:—Friday, 26 June 2009.

Salary:—To be negotiated.

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

Vacancy No. 518828.

Permanent full-time day work (with oncall).

Location:—Continuing Care, Aged Care and Rehabilitation, Royal Hobart Hospital.

Vacancy No. 518829.

Permanent full-time day work (with oncall).

Location:—Continuing Care, Aged Care and Rehabilitation, Royal Hobart Hospital.

The Royal Hobart Hospital (RHH) Rehabilitation Medicine Service has recently undergone a refocus including the appointment of a dedicated rehabilitation manager, ongoing implementation of a strengthened multi-disciplinary approach to patient care and active involvement from a range of allied health and nursing practitioners. The Career Medical Officer will be key to the ongoing development and expansion of our Rehabilitation Services. Working with a multi-disciplinary team including rehabilitation consultants, the Career Medical Officer will work autonomously in the management of rehabilitation patients and the provision of holistic health services in rehabilitation medicine.

Duties:—Responsible for the day to day management of private and public inpatients and outpatients within the Royal Hobart Hospital. Provide after hours emergency cover at the hospital as determined by the Medical Staffing Unit, in consultation with Executive Director Continuing Care.

Essential Requirements:—A medical practitioner who holds general, conditional or conditional registration for special purposes, registration under the Medical Practitioners Registration Act 1996 and has had a minimum of four year's relevant post graduate experience. The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas: crimes of violence; sex related offences; serious drug offences; and crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Meghan Mann-Leonard, Manager, Rehabilitation Services, Department of Health and Human Services, phone (03) 6222 8284, mobile 0423 169 070, email meghan.mann-leonard@dhhs.tas.gov.au

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Royal Hobart Hospital*

#### **Clinical Research Nurse (510990).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$62,802 – \$67,183 pro rata.

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

Permanent part-time day work (48 hours per fortnight).

Location:—Respiratory Medicine.

Duties:—Undertake research activities within the Department of Respiratory Medicine, and collaborate with other members of the research team to achieve project aims.

Desirable Requirements:—Current driver's license.

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

Enquiries to Dr Richard Wood-Baker, Department of Health and Human Services, phone (03) 6222 7353, 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, GPO Box 125, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Royal Hobart Hospital*

#### **Enrolled Nurse (GEM and TCU) (516175).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$46,204 – \$48,420 p.a..

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

Permanent full-time day work.

Location:—Continuing Care, Transitional Care Unit and GEM.

Duties:—In accordance with Agency policies and legal requirements, the Enrolled Nurse delivers direct patient/client care of a prescribed recurrent nature under the supervision of a Registered Nurse.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practice as an Enrolled Nurse in Tasmania. The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas: crimes of violence; sex related offences; serious drug offences; and crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Jenny Batt, Department of Health and Human Services, phone (03) 6222 7829, email jennifer.batt@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, GPO Box 125, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Royal Hobart Hospital***Pharmacy Graduate Trainee—4 Vacancies.**

Applications Close:—Friday, 26 June 2009.

Salary:—\$45,535 – \$73,058 p.a..

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

Vacancy No. 508351.

Fixed-Term full-time day work commencing 30 November 2009 for a period of 12 months.

Location:—Hobart.

Vacancy No. 512642.

Fixed-Term full-time day work commencing 30 November 2009 for a period of 12 months.

Location:—Hobart.

Vacancy No. 515907.

Fixed-Term full-time day work commencing 30 November 2009 for a period of 12 months.

Location:—Hobart.

Vacancy No. 515908.

Fixed-Term full-time day work commencing 30 November 2009 for a period of 12 months.

Location:—Hobart.

Duties:—Assist in the provision of a comprehensive range of pharmacy services for the Royal Hobart Hospital while undertaking a structured pre-registration training programme such as the Pharmacy Board's Graduate Accreditation Programme.

Essential Requirements:—Satisfactory completion of a 4-year degree in Pharmacy from a recognised tertiary institution acceptable to the Pharmacy Board of Tasmania. The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas: crimes of violence; sex related offences; serious drug offences; and crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Maurice Curtis, Department of Health and Human Services, phone (03) 6222 6693, email maurice.curtis@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, GPO Box 125, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Royal Hobart Hospital***Senior Physiotherapist, Geriatric Rehabilitation (516206).**

Applications Close:—Friday, 12 June 2009.

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 work, commencing 15 June 2009 until 2 April 2010.

Location:—Hobart.

Duties:—Provide and maintain optimal physiotherapy care to patients and their families at the Geriatric Evaluation and Management (GEM) Unit and related aged care services of the Royal Hobart Hospital.

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 or transfer. The following checks are to be conducted: conviction check in the following areas: crimes of violence; sex related offences; serious drug offences; and crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Paul Shinkfield, Department of Health and Human Services, phone (03) 6222 8326, email paul.shinkfield@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, GPO Box 125, Hobart 7001.

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## HEALTH AND HUMAN SERVICES.

## HEALTH SERVICES

*Royal Hobart Hospital***Senior Specialist Pharmacist, Quality Use Of Medications (518793).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$80,262 – \$88,771 p.a..

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

Fixed-Term full-time day work, commencing as soon as possible for a period of 12 months.

Location:—Hobart.

Duties:—Assist the Royal Hobart Pharmacy Department and the Statewide Therapeutic Drug Committee (STDC) to facilitate the quality use of medications, especially high cost and/or high risk medications through the development and implementation of policy, drug use audit and high level reporting to medication management stakeholders.

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

Enquiries to Amber Roberts, Statewide Medication Coordinator, Department of Health and Human Services, phone (03) 6233 7064, email amber.roberts@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, GPO Box 125, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

## HUMAN SERVICES

*Children and Family Services***Child Protection Worker (Relief) (501541).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$45,535 – \$73,058 p.a..

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

Fixed-Term casual day work (as and when required) commencing 06 July 2009 until 01 July 2011.

Location:—Children and Family Services, North.

Duties:—As a member of Child and Family Services the Child Protection Worker is responsible for the safety and well-being of children and young persons. The Child Protection Worker is responsible for the provision of assessment, advice and referral services, case management services and placements outside the child/young person's home. The role of the Child Protection Worker is to provide professional services in accordance with legislation, practice guidelines, policies and procedures and by applying professional judgment to ensure that services are delivered in the best interest of the child/young person and their family.

Desirable Requirements:—An understanding of the social and developmental needs of individuals, children and families and the ability to apply this in a service delivery context and within statutory responsibility. Well-developed written and verbal communication skills, in particular, strong interpersonal and counselling skills and the ability to present confidently in public. A knowledge of the tasks performed in the work area together with a good knowledge of the operations of the agency and other agencies providing a service relevant to the work area or the ability to acquire such knowledge.

Essential Requirements:—A Bachelor of Social Work or a Diploma of Community Welfare Work or other tertiary qualifications at Diploma or above level which include units of study in case management/casework practice and supervised practical work placements in relevant fields. The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas: crimes of violence; sex related offences; serious drug offences; and crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Michelle Davey, Department of Health and Human Services, phone (03) 6336 2376, email [michelle.davey@dhhs.tas.gov.au](mailto:michelle.davey@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, GPO Box 125, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

## HUMAN SERVICES

*Children and Family Services***Child Protection Worker—2 vacancies (501663)(514183).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$45,535 – \$73,058 p.a..

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

Vacancy No. 501663, 514183.

Permanent full-time day work (both vacancies).

Location:—Children and Family Services, South East.

Duties:—As a member of Child and Family Services the Child Protection Worker is responsible for the safety and well-being of children and young persons. The Child Protection Worker is responsible for the provision of assessment, advice and referral services, case management services and placements outside the child/young person's home. The role of the Child Protection Worker is to provide professional services in accordance with legislation, practice guidelines, policies and procedures and by applying professional judgment to ensure that services are delivered in the best interest of the child/young person and their family.

Desirable Requirements:—An understanding of the social and developmental needs of individuals, children and families and the ability to apply this in a service delivery context and within statutory responsibility. Well-developed written and verbal communication skills, in particular, strong interpersonal and counselling skills and the ability to present confidently in public. A knowledge of the tasks performed in the work area together with a good knowledge of the operations of the agency and other agencies providing a service relevant to the work area or the ability to acquire such knowledge.

Essential Requirements:—A Bachelor of Social Work or a Diploma of Community Welfare Work or other tertiary qualifications at Diploma or above level which include units of study in case management/casework practice and supervised practical work placements in relevant fields. The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas: crimes of violence; sex related offences; serious drug offences; and crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Bruce Kemp, Department of Health and Human Services, phone (03) 6230 7755, email [bruce.kemp@dhhs.tas.gov.au](mailto:bruce.kemp@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, GPO Box 125, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

## HUMAN SERVICES

*Children and Family Services***Team Leader (514199).**

Applications Close:—Friday, 12 June 2009.

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 work commencing 20 July 2009 until 19 February 2010.

Location:—Children and Family Services, North.

Duties:—To co-ordinate the service delivery, including the management of financial, human and physical resources, of Child Protection staff employed to perform all functions of the statutory Child Protection programme.

Desirable Requirements:—Significant post graduate experience in a relevant field. A demonstrated ability to provide supervision, leadership and direction to field staff. A high level of knowledge and understanding of current statutory requirements and Departmental procedures or the ability to acquire such knowledge.



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

Enquiries to Leonie Watson, Department of Health and Human Services, phone (03) 6336 2376, email [leonie.watson@dhhs.tas.gov.au](mailto:leonie.watson@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, GPO Box 125, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

### HUMAN SERVICES

#### *Children and Family Services*

#### ***Team Leader, Child Protection (2 vacancies) (501678) (513367).***

Applications Close:—Friday, 12 June 2009.

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 (both vacancies).

Location:—Children and Family Services, South East.

Duties:—To co-ordinate the service delivery, including the management of financial, human and physical resources, of Child Protection staff employed to perform all functions of the statutory Child Protection programme.

Desirable Requirements:—Significant post graduate experience in a relevant field. A demonstrated ability to provide supervision, leadership and direction to field staff. A high level of knowledge and understanding of current statutory requirements and Departmental procedures or the ability to acquire such knowledge.

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

Enquiries to Bruce Kemp, Department of Health and Human Services, phone (03) 6230 7755, email [bruce.kemp@dhhs.tas.gov.au](mailto:bruce.kemp@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, GPO Box 125, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

### HUMAN SERVICES

#### *Youth Justice Services*

#### ***Youth Worker (AYDC) Relief (513899).***

Applications Close:—Friday, 19 June 2009.

Salary:—\$41,427 – \$43,998 p.a..

Health and Human Services (Tasmanian State Service) Award, Youth Worker Class 1.

Fixed-Term casual shift work (as and when required) commencing 30 June 2009 until 30 June 2010.

Location:—Ashley Youth Detention Centre, Deloraine.

Duties:—Provide and maintain a safe and secure environment that enhances the well being of young people within a custodial setting. As part of an interdisciplinary team, participate in the development and implementation of programmes and activities for young people in custody that meet case management outcomes consistent with a restorative justice framework.

Desirable Requirements:—Demonstrated understanding of adolescent development issues including the ability to identify factors contributing to youth offending. Ability to provide high quality supervision of young people in custody across a range of situations, including indoor and outdoor locations at Ashley Youth Detention Centre and in the community. Proven ability to develop and implement programmes, services and activities as detailed in case plans that meet the developmental needs of young people in custody for rehabilitation, education, recreation and vocational training. Demonstrated understanding of casework principles for young people in custody and the ability to translate this into practice.

Essential Requirements:—Physical fitness, medical suitability and psychological characteristics appropriate for custodial duties. The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas: crimes of violence; sex related offences; serious drug offences; and crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Ron Westwood, Department of Health and Human Services, phone (03) 6362 2311, email [ron.westwood@dhhs.tas.gov.au](mailto:ron.westwood@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, GPO Box 125, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

### STATEWIDE SYSTEM DEVELOPMENT

#### *Mental Health and Statewide Services*

#### Forensic Mental Health Services

#### Wilfred Lopes Centre

#### ***Occupational Therapist (512551).***

Applications Close:—Friday, 19 June 2009.

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:—Wilfred Lopes Centre, with some intrastate travel.

PLEASE NOTE: This position attracts a 6.5% Correctional Health Service Allowance.

**Duties:**—In accordance with primary health care principles, Agency policy and direction, legal requirements and professional competencies, undertake the delivery of quality patient and client care services, based on best practice principles and within a collaborative and multidisciplinary framework.

**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. Disciplinary action in previous employment check.

Enquiries to Scott Beswick, Department of Health and Human Services, phone (03) 6336 2627, email [scott.beswick@dhhs.tas.gov.au](mailto:scott.beswick@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, GPO Box 125, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

### STATEWIDE SYSTEM DEVELOPMENT

#### *Mental Health and Statewide Services*

##### Mental Health Services North

#### **Staff Specialist, Psychiatrist (506164).**

Applications Close:—Friday, 12 June 2009.

Salary:—To be negotiated.

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

Fixed-Term full-time daywork, with on call, commencing as soon as possible for a period of 2 years.

Location:—Adult Community Mental Health Service, Launceston.

**Duties:**—Provide a comprehensive adult community and inpatient psychiatric service in the Northern Region of Tasmania. Act as a consultant to mental health professionals and health service providers including general practitioners and other agencies with regard to the assessment and management of individuals with mental health disorders.

**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.

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

Enquiries to Carolyn Woll, Department of Health and Human Services, phone (03) 6336 2194, email [carolyn.woll@dhhs.tas.gov.au](mailto:carolyn.woll@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, GPO Box 125, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

### STATEWIDE SYSTEM DEVELOPMENT

#### *Mental Health and Statewide Services*

##### Mental Health Services North West

#### **Psychologist (502830).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$80,262 – \$88,771 p.a..

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

Permanent full-time daywork.

Location:—Adult Community Mental Health Service, North West.

**Duties:**—Provide a specialist clinical psychological assessment, treatment and assertive case management service to clients of the regional Adult Community Mental Health Service utilising evidence-based best practice principles within a collaborative and multi-disciplinary framework.

**Essential Requirements:**—Eligible for registration as a psychologist in Tasmania and a Masters degree in Clinical Psychology or equivalent as deemed by the Psychologist Registration Board, or a four year degree in Psychology with two years supervised clinical experience. The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas: crimes of violence; sex related offences; serious drug offences; and crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Susan Ballard, Department of Health and Human Services, phone (03) 6343 6434, email [susan.ballard@dhhs.tas.gov.au](mailto:susan.ballard@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, GPO Box 125, Hobart 7001.

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## JUSTICE

### OFFICE OF THE SECRETARY

#### *Strategic Policy and Projects*

#### **Executive Officer (355507).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$52,276 – \$61,582 pro rata.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-Term part-time 66.15 hours per fortnight (9 days a fortnight), commencing 29 June 2009 until 16 July 2010.

Location:—Hobart.

The successful applicant must be able to work Monday, Tuesday, Wednesday and Thursday each week, with the option of every other Friday off or work half days each Friday.

Those applicants shortlisted for interview will be required to attend interviews scheduled for Wednesday 17 June 2009. The successful applicant will be required to commence duties on Monday 29 June 2009.

**Duties:**—Provide executive support in each of the 3 regions of Tasmania for the Strategic Policy and Projects Branch, including the supervision of administrative staff and managing and prioritising their work flow. Provide comprehensive executive support to the Principal Consultant, Senior Consultant and other branch members, including managing diaries, phone calls, co-ordinating conferences and travel and accommodation arrangements.

**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 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; Family Violence Orders; Police Family Violence Orders. Disciplinary action in previous employment check. Identification check.

Enquiries to Liz Little, Principal Consultant, Strategic Policy and Projects, Department of Justice, phone (03) 6233 4755, email [liz.little@justice.tas.gov.au](mailto:liz.little@justice.tas.gov.au)

Applications to Daphne Webb, Administrative Support Officer, Human Resources, Department of Justice, GPO Box 825 Hobart 7001, phone (03) 6233 6809, fax (03) 6233 3254, email [applications@justice.tas.gov.au](mailto:applications@justice.tas.gov.au)

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Julie Callander on (03) 6233 2310.

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

### TASMANIA PRISON SERVICE

#### *Integrated Offender Management*

#### **Psychologist (355540, 355558)—2 Vacancies.**

Applications Close:—Friday, 12 June 2009.

Salary:—\$69,974 – \$80,262 p.a..

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

Permanent full-time 73.5 hours per fortnight and Permanent full-time 73.5 hours per fortnight.

Location:—Risdon Prison.

Duties:—Provide psychological assessment, treatment or interventions for offenders identified as having complex or special needs. Assist with the early identification and management of offenders at risk or with special and complex needs. Conduct assessments of offenders in order to determine suitability for participation in specialist programmes and interventions, or housing in specialist units, including the use of formal psychological tests as required.

Essential Requirements:—Eligible for registration to practice as a psychologist in Tasmania. The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: 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 legislative power; crimes involving conspiracy. Disciplinary action in previous employment check. Identification check.

Desirable Requirements:—Post graduate qualifications or experience in clinical psychology.

Additional Information:—Shortlisted applicants will be

required to undergo a psychological assessment prior to the interview being conducted. More information on the assessment process is available by contacting Daphne Webb, Human Resources on (03) 6233 6809.

Enquiries to Kay Cuellar, Senior Psychologist, Tasmania Prison Service, Department of Justice, phone (03) 6216 8304, email [kay.cuellar@justice.tas.gov.au](mailto:kay.cuellar@justice.tas.gov.au)

Applications to Daphne Webb, Administrative Support Officer, Human Resources, Department of Justice, GPO Box 825 Hobart 7001, phone (03) 6233 6809, fax (03) 6233 3254, email [applications@justice.tas.gov.au](mailto:applications@justice.tas.gov.au)

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Jill MacArthur on (03) 6216 8310.

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.

## TREASURY AND FINANCE

### REVENUE, GAMING AND LICENSING DIVISION

#### *Liquor and Gaming Branch*

#### **Business Unit Systems Administrator (724191).**

Applications Close:—Friday, 19 June 2009.

Salary:—\$52,276 – \$61,582 p.a..

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart or Launceston.

Duties:—This position is responsible for the administration of the Branch's two main business systems (the Gaming and Licensing Information System and the Tasmanian Exclusions Scheme Database), implementing business process and system enhancements, management of Branch content on the Departmental website, and for the development and management of the Branch's internal information databases.

In the context of the selection criteria, to be successful in the position applicants will have: experience in business process and systems development; an ability to understand and analyse technical issues and identify possible solutions, which meet the desired business requirements (including the capacity to develop innovative solutions to ensure data quality improvement); and an excellent stakeholder focus.

Desirable Requirements:—Diploma or Advanced Diploma, completion, or partial completion, of relevant tertiary qualifications.

Enquiries to Jane Scott, Manager Operations, Liquor and Gaming Branch, Department of Treasury and Finance, phone (03) 6233 3534, email [jane.scott@treasury.tas.gov.au](mailto:jane.scott@treasury.tas.gov.au)

Applications to Recruitment Officer, Human Resources Branch, Department of Treasury and Finance, GPO Box 147, Hobart 7001, phone (03) 6233 3483, fax (03) 6233 3851, email [recruitment@treasury.tas.gov.au](mailto: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](http://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*

**Manager, Business Process and Information Technology Project, Readvertsied (724117).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$81,031 – \$86,548 p.a..

Tasmanian State Service Award, General Stream, Band 7.

Fixed-Term full-time 2 years.

Location:—Hobart.

Duties:—Working both individually and as a member of a small team, the Manager, Business Process and Information Technology Project, as a senior member of the Revenue Branch, will undertake complex research, investigation, analysis and system implementation activities and prepare major correspondence, reports and submissions relating to the State Revenue Office's Business Process and Information Technology Project.

In the context of the selection criteria, to be successful in the position applicants will have: demonstrated ability to understand complex issues by drawing on a range of factual information, formulate options and present in the context of a business case; demonstrated ability to deliver outputs in an environment of competing priorities, and to manage own output and work effectively in a team environment while managing client expectations and priorities; and demonstrated high level written communication skills and experience in successfully nurturing internal and external relationships, and facilitating co-operation. The Manager, Business Process and Information Technology Project will also be required to represent the Branch both on internal committees and at external meetings from time to time.

Desirable Requirements:—Completion or partial completion of relevant tertiary or industry qualifications, and/or professional affiliation are highly desirable.

Enquiries to Chrissie Berryman, Director Revenue, Revenue Branch, Department of Treasury and Finance, phone (03) 6233 6647, email [chrissie.berryman@treasury.tas.gov.au](mailto:chrissie.berryman@treasury.tas.gov.au)

Applications to Recruitment Officer, Human Resources Branch, Department of Treasury and Finance, GPO Box 147, Hobart 7001, phone (03) 6233 3483, fax (03) 6233 3851, email [recruitment@treasury.tas.gov.au](mailto: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](http://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*

**Publications Officer, Readvertsied (724189).**

Applications Close:—Friday, 12 June 2009.

Salary:—\$41,938 – \$45,740 p.a..

Tasmanian State Service Award, General Stream, Band 2.

Fixed-Term full-time 2 years.

Location:—Hobart.

Duties:—This position is responsible for monitoring and maintaining the State Revenue Office's publication database and SRO Website html publications. The position will interact closely with SRO staff in reviewing and issuing publications.

In the context of the selection criteria, to be successful in the position applicants will have: strong computer skills, particularly in Microsoft Word; sound communication and good organisational skills; and a stakeholder focus.

Desirable Requirements:—Certificate III in a relevant area or equivalent level.

Enquiries to Shannon Khull, Senior Project Officer, Revenue Branch, Department of Treasury and Finance, phone (03) 6233 8863, email [shannon.khull@treasury.tas.gov.au](mailto:shannon.khull@treasury.tas.gov.au)

Applications to Recruitment Officer, Human Resources Branch, Department of Treasury and Finance, GPO Box 147, Hobart 7001, phone (03) 6233 3483, fax (03) 6233 3851, email [recruitment@treasury.tas.gov.au](mailto: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](http://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>
Economic Development & Tourism	Executive Assistant	K. Seaberg	6 months	15.06.09
Education	School Attendant	V. Last	6 months	01.06.09
Education	Teacher	M. Taylor	12 months	28.05.09
Health & Human Services	Day Centre Assistant	M. Marshall Moriarty	6 months	02.06.09
Health & Human Services	Clinical Nurse	S. Bonde	6 months	20.04.09
Health & Human Services	Maintenance Officer	L. Honess	6 months	02.06.09
Health & Human Services	Policy and Program Officer - Men's Health	J. Bedloe	6 months	07.05.09
Health & Human Services	Pharmacy Technician	R Reid	6 months	16.05.09
Health & Human Services	Registered Nurse	I. Salmon	6 months	18.05.09

Health & Human Services	Hospital Aide	J Wallace	6 months	17.05.09
Health & Human Services	Family Violence Worker-Adult Program, FVCSS, South	M.Crowley	6 months	15.06.09
Health & Human Services	Diversional Therapist	E. Gaitskell	6 months	28.05.09
Health & Human Services	Registered Nurse	K. Hardy	6 months	14.06.09
Health & Human Services	Administrative Assistant	P Knott	6 months	18.05.09
Health & Human Services	Senior Social Worker - Aged & Transitional Care	M Benier	6 months	01.06.09
Health & Human Services	C. Harbottle	Home Help	6 months	22.05.09
Health & Human Services	Registered Nurse	A. McKinney	6 months	14.06.09
Health & Human Services	Clinical Nurse	R Ebdon	6 months	01.06.09
Health & Human Services	Executive Assistant	S. Quin	6 months	29.05.09
Health & Human Services	Youth Health Nurse	M. La Paglia	6 months	19.05.09
Health & Human Services	Youth Justice Worker - Community Development	K.Follett	6 months	08.06.09
Primary Industries & Water	Microbiologist (Veterinary)	S.Renilson	1 Month	28.05.09
Tasmanian Academy	Teacher	I. Miller	3 months	11.05.09
Tasmanian Polytechnic	Teacher	D. Young	3 months	11.05.09
Tasmanian Polytechnic	Teacher	J. Nott	3 months	11.05.09
Tasmanian Polytechnic	Teacher	N. Colbeck	3 months	11.05.09

*Promotion of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services	L. Kingston	Clinical Nurse	20.04.09
Health & Human Services	C. Bax	Clinical Nurse	20.04.09
Health & Human Services	S. Williams	Clinical Nurse	31.05.09
Health & Human Services	E. Kwan	Clinical Nurse	01.06.09
Health & Human Services	G. Makalani	Business Analyst/Accountant	07.04.09
Health & Human Services	P.Muskett	Senior Practice Consultant	26.05.09
Health & Human Services	M. Smalley	Clinical Nurse	31.05.09
Health & Human Services	K. Willis	Home Care Services Co-ordinator	19.05.09
Justice	A Mackirdy	Senior Investigation Officer	15.05.09
Primary Industries & Water	D.Evans	Valuer	28.05.09

*Transfer of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Primary Industries & Water	L.Donachie		Microbiologist (Veterinary)	28.05.09

*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>
Environment, Parks, Heritage & the Arts	Scientific Officer Air Monitoring (BLANKET)	A. Cunningham	2 years	01.06.09
Environment, Parks, Heritage & the Arts	Senior Environmental Officer Wastewater	J. Marshall	2 years	01.06.09

*Retirement of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Teacher	J. Mulas	29.05.09
Education	Teacher	E. Williams	29.05.09
Education	School Attendant	J. Coleman	20.04.09
Education	Teacher	G. Gore	27.05.09
Education	Library Technician	D. Munro	22.05.09
Education	Teacher	J. Malatios	29.05.09

*Resignation of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Teacher	S. Wignall	29.05.09
Education	Teacher	E. Walker	29.05.09
Education	Advanced Skills Teacher	M. Gaffney	15.05.09
Health & Human Services	Occupational Therapist	D. Fletcher	22.05.09
Health & Human Services	Registered Nurse	D. Bartlett	22.05.09
Health & Human Services	Clinical Nurse	K Cooper	17.05.09
Health & Human Services	Disability Worker	D. Parker	15.05.09
Primary Industries & Water	Client Service Officer	N.Mann	29.05.09
Treasury & Finance	Senior Computer Systems Officer	J. Short	29.05.09
Treasury & Finance	Computer Systems Officer	D. Brotheridge	29.05.09





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### Reduce the amount of paper used

- Use scrap paper for notes
- Print two pages per A4 page, if you have duplex printing, print on both sides of the page
- Only print emails or documents when necessary

### Ensure access to recycling services

- Place all used paper in paper recycling bin
- Collect cardboard boxes for recycling and place into your recycling bin
- Place your plastic bottles, aluminium cans, tin cans, milk and juice cartons in a separate recycling bin

### Reduce energy consumption:

- Turn off office lighting when not in use
- Activate sleep mode on your computer to switch off the screen after ten minutes
- Switch off office equipment when leaving the office

### Reducing waste

- Bring a mug to work and have some set aside for visitors
- Bring lunch from home or eat in a local café to avoid packaging waste generated by take away foods.



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