



# 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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For further information or to apply, contact your nearest Home Finance Manager:

Hobart:	Ryan Manning	Mob: 0418 915 589
	Suzie Bennetto	Mob: 0418 122 400
Launceston:	Matt Eiszele	Mob: 0417 067 430
	Tony Manson	Mob: 0418 302 658
Burnie/Devonport:	Scott Malone	Mob: 0418 148 641
	Carina Cooper	Mob: 0417 564 263

\* Conditions apply

## 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**

## EDUCATION

### LEARNING SERVICES

*Learning Services (South)*

Abbotsfield Primary School

### Teacher Aide Special - 4 Vacancies.

Applications Close:—Friday, 3 July 2009.

Salary:—\$37,833 - \$40,814 pro rata.

Teacher Aides Industrial Agreement 2008, Teacher Aide.

Vacancy No. 964121.

Permanent part-time 20 hours per fortnight for up to 42 weeks per year.

Location:—Abbotsfield Primary School.

Vacancy No. 964122.

Permanent part-time 20 hours per fortnight for up to 42 weeks per year.

Location:—Abbotsfield Primary School.

Vacancy No. L964121.

Permanent part-time 20 hours per fortnight for up to 42 weeks per year.

Location:—Abbotsfield Primary School.

Vacancy No. L964122.

Permanent part-time 20 hours per fortnight for up to 42 weeks per year.

Location:—Abbotsfield Primary School.

Description of the Role:—Provide assistance to the teacher(s) by assisting with the management and learning of students.

Essential Requirements:—The Commissioner has determined that the person nominated for this position is to satisfy pre-employment check before taking up the appointment, promotion or transfer.

Desirable Requirements:—College or TAFE studies in health and/or education.

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

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

For a copy of the Statement of Duties please contact Robyn Langworthy phone (03) 6249 2639, email [robyn.langworthy@education.tas.gov.au](mailto:robyn.langworthy@education.tas.gov.au).

Enquiries to Ben Stockwin, Department of Education, phone (03) 6249 2639, email [ben.stockwin@education.tas.gov.au](mailto:ben.stockwin@education.tas.gov.au).

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart 7001, phone (03) 6233 8832, fax (03) 6233 0566, email [recruitment@education.tas.gov.au](mailto:recruitment@education.tas.gov.au).

## EDUCATION

### LEARNING SERVICES

*Learning Services (South)*

Brent Street Primary School

### Teacher Aide Special (954292).

Applications Close:—Friday, 3 July 2009.

Salary:—\$37,833 - \$40,814 pro rata.

Teacher Aides Industrial Agreement 2008, Teacher Aide.

Permanent part-time 20 hours per fortnight for up to 42 weeks per year.

Location:—Brent Street Primary School.

Description of the Role:—Provide assistance to the teacher(s) by assisting with the management and learning of students with special needs..

Essential Requirements:—The Commissioner has determined that the person nominated for this position is to satisfy pre-employment check before taking up the appointment, promotion or transfer.

Desirable Requirements:—College or TAFE studies in health and/or education.

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 Moore, Department of Education, phone (03) 6272 2493, email [andrew.moore@education.tas.gov.au](mailto:andrew.moore@education.tas.gov.au).

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart 7001, phone (03) 6233 8832, fax (03) 6233 0566, email [recruitment@education.tas.gov.au](mailto:recruitment@education.tas.gov.au).

## EDUCATION

### LEARNING SERVICES

#### *Learning Services (South)*

##### Illawarra Primary School

#### **Teacher Aide Special—2 Vacancies.**

Applications Close:—Friday, 3 July 2009.

Salary:—\$37,833 - \$40,814 pro rata.

Teacher Aides Industrial Agreement 2008, Teacher Aide.

Vacancy No. 980991.

Permanent part-time 20 hours per fortnight for up to 42 weeks per year.

Location:—Illawarra Primary School.

Vacancy No. 980992.

Permanent part-time 20 hours per fortnight for up to 42 weeks per year.

Location:—Illawarra Primary School.

Description of the Role:—Provide assistance to the teacher(s) by assisting with the management and learning of students.

Essential Requirements:—The Commissioner has determined that the person nominated for this position is to satisfy pre-employment check before taking up the appointment, promotion or transfer.

Desirable Requirements:—College or TAFE studies in health and/or education.

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 Barbara Mawson, Department of Education, phone (03) 6229 1873, email [barbara.mawson@education.tas.gov.au](mailto:barbara.mawson@education.tas.gov.au).

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart 7001, phone (03) 6233 8832, fax (03) 6233 0566, email [recruitment@education.tas.gov.au](mailto:recruitment@education.tas.gov.au).

## EDUCATION

### LEARNING SERVICES

#### *Learning Services (South)*

##### Kingston High School

#### **Teacher Aide Special (954461).**

Applications Close:—Friday, 3 July 2009.

Salary:—\$37,833 - \$40,814 pro rata.

Teacher Aides Industrial Agreement 2008, Teacher Aide.

Permanent part-time 20 hours per fortnight for up to 42 weeks per year.

Location:—Kingston High School.

Description of the Role:—Provide assistance to the teacher(s) by assisting with the management and learning of students with special needs.

Essential Requirements:—The Commissioner has determined that the person nominated for this position is to satisfy pre-employment check before taking up the appointment, promotion or transfer.

Desirable Requirements:—College or TAFE studies in health and/or education.

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 Robyn Barratt, Department of Education, phone (03) 6229 4388, email [robyn.barratt@education.tas.gov.au](mailto:robyn.barratt@education.tas.gov.au).

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

## ENVIRONMENT, PARKS, HERITAGE AND THE ARTS

### TASMANIAN MUSEUM AND ART GALLERY

#### *Public Programmes and Operations*

#### **Gallery Assistant (Generic).**

Applications Close:—Friday, 3 July 2009.

Salary:—\$32,500 - \$40,482 p.a.

Tasmanian State Service Award, General Stream, Band 1.

Fixed-term part-time until 30 April 2010.

Location:—Hobart.

Up to 8 vacancies (0.25FTE each). Pro rata salary is based on the above full-time rates.

Duties:—Assist the public in their use of the Museum's buildings and facilities and ensure the security of the Museum's buildings and collections. Attend to the cleanliness, general maintenance and upkeep of the buildings.

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 related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Desirable Requirements:—Prior experience in a customer service focussed role would be considered an advantage as would a Certificate 3 in Security Operations or the ability to attain.

Enquiries to Garry Armstrong, Customer Service Manager for further information regarding the role or for a copy of the Statement of Duties, mobile 0429 167 938, email [garry.armstrong@tmag.tas.gov.au](mailto:garry.armstrong@tmag.tas.gov.au).

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

## HEALTH AND HUMAN SERVICES

**Junior Doctors (Interns) Recruitment Campaign 2010 (various).**

Applications Close:—Friday, 3 July 2009.

Salary:—To be negotiated.

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

Fixed-term full-time 12 month programme.

Location:—North West Regional Hospital, Launceston General Hospital and the Royal Hobart Hospital. Intern positions are currently available at each of our major hospitals: the North West Regional Hospital (NWRH), the Launceston General Hospital (LGH) and the Royal Hobart Hospital (RHH). Each major Tasmanian hospital runs an active Intern Education Programme. Facilitated by the Directors of Clinical Training and Medical Education Advisors, this programme provides support for the personal welfare of Interns and ensures that they receive quality supervision, feedback and experiences consistent with the requirements of registration. We provide our interns with broad clinical exposure to a comprehensive range of general and specialist clinical services. You will find the scope of work stimulating and the caseloads varied. Support from respected senior clinicians in a wide range of specialties enables us to cater to your individual interests and training needs. There are great opportunities for professional development and dedicated training time is made available. Our competitive working conditions including salary packaging and medical indemnity cover. We are committed to raising the health and wellbeing of our community and we are committed to helping our staff be the best they can.

Before applying online (below) please visit [http://www.dhhs.tas.gov.au/careers/medical/junior\\_docs](http://www.dhhs.tas.gov.au/careers/medical/junior_docs) for information about these hospitals and the opportunities they represent.

Enquires:

Royal Hobart Hospital on (03) 6222 8114.

Launceston General Hospital on (03) 6348 7008.

North West Regional Hospital on (03) 6440 8000.

Essential Requirements:—A medical practitioner who holds conditional registration under the provisions of the *Medical Practitioners Registration Act 1996* and is employed in a position normally occupied by an Intern.

## HEALTH AND HUMAN SERVICES

## BUSINESS SERVICES NETWORK

*Financial Services*

## Finance Operations

## Finance Operations Central

**Finance Services Officer Accounts Receivable (500636).**

Applications Close:—Friday, 3 July 2009.

Salary:—\$41,427 - \$45,142 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—The Finance Services Officer is required to undertake administrative, transactional and reconciliation processes for the Department in accordance with relevant service standards, legislation and Departmental policies and procedures.

Desirable Requirements:—An operational knowledge or ability to acquire that knowledge, of financial instructions, legislation and accounting policies and procedures. Demonstrated ability to undertake a wide-range of financial and clerical duties with a stakeholder focus to a high degree of accuracy, including an ability to prioritise work and meet deadlines. Well developed interpersonal, communication, negotiation and conflict resolution skills including the ability to communicate with a diverse range of clients, staff and business organisations.

Enquiries to Daniel Barnes, Department of Health and Human Services, phone (03) 6236 5868, email [daniel.barnes@dhhs.tas.gov.au](mailto:daniel.barnes@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

## BUSINESS SERVICES NETWORK

*Financial Services*

## Finance Operations

## Finance Operations Royal Hobart Hospital

**Finance Services Officer (507765).**

Applications Close:—Friday, 3 July 2009.

Salary:—\$41,427 - \$45,142 p.a.

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

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—The Finance Services Officer takes action to raise and receipt accounts receivable for the Department, in accordance with relevant service standards, legislation and Departmental policies and procedures.

Desirable Requirements:—An operational knowledge, or ability to acquire that knowledge, of financial instructions, legislation and accounting procedures and policies for accounts receivable processing. Demonstrated ability to complete assigned tasks with a high degree of efficiency, accuracy and within set deadlines, and to deliver with a stakeholder focus. An understanding of continuous quality improvement and its practical application in the work environment. Well developed interpersonal and communication skills including the ability to communicate with a diverse range of clients, staff and business organisations.

Enquiries to Rhy Cullen, Department of Health and Human Services, phone (03) 6222 8177, email [rhy.cullen@dhhs.tas.gov.au](mailto:rhy.cullen@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

## BUSINESS SERVICES NETWORK

*Financial Services*

## Taxation

***Taxation Financial Analyst (511886).***

Applications Close:—Friday, 3 July 2009.

Salary:—\$66,862 - \$79,193 pro rata.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 6.

Permanent part-time day work for 45.6 hours per fortnight.

Location:—Hobart.

Duties:—The Taxation Financial Analyst is responsible for ensuring that the Department is compliant with Commonwealth and State taxation requirements.

Desirable Requirements:—The occupant of the position is required to provide advice and recommendations in relation to taxation matters impacting on the Department. Provide high level technical advice, training and support to staff throughout the Department on taxation procedures and issues. Assist with the dissemination of taxation information within the Department. Manage specific taxation issues on behalf of the Department and develop, implement and maintain policies, processes, procedures and controls in accordance with the Department's Taxation Management Framework.

Enquiries to Eleanor Patterson, Department of Health and Human Services, phone (03) 6236 5893, email [eleanor.patterson@dhhs.tas.gov.au](mailto:eleanor.patterson@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Launceston General Hospital****Administrative Assistant (516071).***

Applications Close:—Friday, 3 July 2009.

Salary:—\$41,427 - \$45,142 pro rata.

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

Permanent part-time day worker, working 67.5 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Medicine, Diabetes.

Duties:—To provide efficient and effective Frontline Reception services to the Diabetes Centre. To provide Clerical and Administrative support services to the Diabetes Centre.

Desirable Requirements:—Demonstrated experience in frontline reception. Demonstrated well developed communication and interpersonal skills and knowledge of medical terminology. Willingness and ability to assist with the provision of equipment and resource to clients.

Enquiries to Andrea Radford, Department of Health and Human Services, phone (03) 6348 7812, email [andrea.radford@dhhs.tas.gov.au](mailto:andrea.radford@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Launceston General Hospital****Echocardiographer (518721).***

Applications Close:—Friday, 24 July 2009.

Salary:—\$45,535 - \$73,058 p.a.

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

Permanent full-time day worker. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Medicine, Cardiology.

Duties:—To assist the Director of Cardiology and other staff in the overall investigation and management of cardiology patients of the Launceston General Hospital through provision of a quality echocardiography service.

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

Enquiries to Angela Simmons, Department of Health and Human Services, phone (03) 6348 7468, email [angela.simmons@dhhs.tas.gov.au](mailto:angela.simmons@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Launceston General Hospital****Occupational Therapist (2 Vacancies) (503809).***

Applications Close:—Friday, 3 July 2009.

Salary:—\$45,535 - \$73,058 p.a.

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

Permanent full-time day worker. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Clinical Services, Allied Health.

Duties:—To assess and treat patients and to maintain optimal patient care. To maintain the Code of Ethics of O.T. Australia, the Australian Association of Occupational Therapists.

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

Enquiries to Cindy Hollings, Department of Health and Human Services, phone (03) 6348 7221, email [cindy.hollings@dhhs.tas.gov.au](mailto:cindy.hollings@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Launceston General Hospital***Play Specialist (504107).**

Applications Close:—Friday, 3 July 2009.

Salary:—\$41,427 - \$45,142 p.a.

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

Permanent part-time day work, working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Women's and Children's Services, Ward 4K.

Duties:—To provide opportunities for a child's normal need to play and interact with other children and to promote the child's developmental pattern.

Desirable Requirements:—Certificate in Children's Services, Associate Diploma of Social Science (Child Care) or equivalent/ relevant qualifications; and /or equivalent competencies and skills within a hospital or therapy setting ie: experience working with, and under the direction of Occupational Therapists, Physiotherapists, Speech Pathologists, and Clinical Nurse Manager. Sound knowledge of child development, and the varied needs of hospitalised children, previous experience in organising both individual and group children's activities for a variety of age groups, interests and capabilities within a hospital setting. A demonstrated ability to perform manual handling techniques, relating to positioning children in bed, chair, on the floor for play activities and manipulate equipment and play supplies in a safe and appropriate manner.

Highly Desirable :—Current Drivers License.

Enquiries to Sonja Leonard, Department of Health and Human Services, phone (03) 63487661, email sonja.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, G.P.O. Box 125, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Launceston General Hospital***Senior Occupational Therapist (2 Vacancies) (514737).**

Applications Close:—Friday, 3 July 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:—Clinical Services, Allied Health.

Duties:—To promote, develop and provide Occupational Therapy services in accordance with professional standards to a predominantly specialist Rehabilitation caseload. To provide professional supervision and guidance to, Level 1 Occupational Therapists. To provide professional advice and staff development to others with regard to the field of specialisation.

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

Enquiries to Cindy Hollings, Department of Health and Human Services, phone (03) 6348 7221, email cindy.hollings@dhhs.tas.gov.au.

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

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Launceston General Hospital***Senior Occupational Therapist, RACL Team (518900).**

Applications Close:—Friday, 3 July 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:—Clinical Services, Allied Health.

Duties:—Develop, provide and evaluate Occupational Therapy services for patients of the Hospital Aged-Care Liaison Team (HALT) LGH, in accordance with agency policies and relevant professional codes of ethics. Undertake assessment for suitability of intervention by HALT. Undertake case management including the provision of Occupational Therapy intervention in consultation with the patient, their carers and community agencies, predominantly in the Department of Emergency Medicine.

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

Enquiries to Cindy Hollings, Department of Health and Human Services, phone (03) 63487221, email cindy.hollings@dhhs.tas.gov.au.

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

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Launceston General Hospital***Senior Physiotherapist, Cardiac Rehab Pulmonary (518642).**

Applications Close:—Friday, 3 July 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. To commence as soon as possible until 9 August 2010. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Clinical Services, Allied Health.

Duties:—To co-ordinate and manage the multi-disciplinary programmes of Cardiac and Pulmonary Rehabilitation including promotion, planning, implementation and evaluation. Provide and maintain optimal physiotherapy services to Cardiac and Pulmonary Rehabilitation and associated areas.

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

Enquiries to John Cannell, Department of Health and Human Services, phone (03) 6348 7216, email john.cannell@dhhs.tas.gov.au.

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *North West Regional Hospital*

#### **Clinical Nurse Consultant-Infection Control (502296).**

Applications Close:—Friday, 3 July 2009.

Salary:—\$72,136 - \$77,219 p.a.

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

Permanent part-time day worker, working 64 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Nursing Services, Infection Control.

Duties:—To liaise and consult with members of the health care teams, in line with Infection Control policies, practice and legal requirements, to provide safe quality patient care. To co-ordinate the Infection Control programmes throughout the North West Regional Hospital.

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

Enquiries to Margaret Nicholson, Department of Health and Human Services, phone (03) 6430 6503, email margaret.nicholson@dhhs.tas.gov.au.

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Primary Health Services*

#### *Primary Health North*

#### **Domestic Services Officer (512923).**

Applications Close:—Friday, 3 July 2009.

Salary:—\$36,293 - \$37,180 pro rata.

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

Fixed-term part-time shift work, working 8 hours per fortnight, commencing 17 May 2009 to 16 November 2009.

Location:—St Marys Community Health Centre.

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 and sound interpersonal and communication skills, together with an understanding of the needs and comforts of patients utilising Hospital services.

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

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Primary Health Services*

#### *Primary Health North*

#### **Home Help Relief (507660).**

Applications Close:—Friday, 3 July 2009.

Salary:—\$36,293 - \$37,180 pro rata.

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

Fixed-term casual day work, as and when required, commencing asap to 9 June 2011.

Location:—Beaconsfield District Health Service.

Duties:—Within a primary health care framework the provision of a range of basic home care support services for frail aged people, and people with disabilities and their carers.

Desirable Requirements:—Current drivers licence.

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 related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Helen McLean, Department of Health and Human Services, phone (03) 6383 1104, email helen.mclean@dhhs.tas.gov.au.

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Primary Health Services*

#### *Primary Health North*

#### **Physiotherapist—2 Vacancies.**

Applications Close:—Friday, 3 July 2009.

Salary:—\$69,974 - \$80,262 pro rata.

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

Vacancy No. 506714.

Permanent part-time day work, working 34 hours per fortnight.

Location:—St Helens District Hospital, St Helens, Tasmania.

Vacancy No. 507417.

Permanent part-time day work, working 30 hours per fortnight.

Location:—St Marys Community Health Centre.

Duties:—In accordance with organisational policies and professional code of ethics, to be responsible for the efficient and effective provision of Physiotherapy Services to clients living in the St Helens Community and/or St Marys communities. Co-ordinate the physiotherapy services in the St Helens and/or St Marys communities including supervision and support of staff and students, and contribute to health promotion in the St Helens and/or St Marys municipalities.

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 for—crimes of violence, sex related offences, serious drug related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

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

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### Primary Health Services

##### Primary Health North

#### **Registered Nurse (504511).**

Applications Close:—Friday, 3 July 2009.

Salary:—\$47,472 - \$62,348 p.a.

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

Fixed-term full-time shift work (fully rotational), commencing 13 July 2009 to 12 March 2010.

Location:—Campbell Town Health and Community Service.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals. Registered Nurse working in a rural Multi Purpose Service that provides hospital and residential aged care, allied health and community (HACC) services. Working in an integrated team with a range of other health staff, to provide tailored care for hospital, community and aged care clients. Great modern working environment with enthusiastic and supportive team of staff. More professional autonomy and client decision making than you would find in a large hospital setting. Accommodation can be arranged. Expand your experience through rural nursing!

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

Check. Disciplinary action in previous employment check.

Enquiries to Kaye McCoy, Department of Health and Human Services, phone (03) 6381 3300, email [kaye.mccoy@dhhs.tas.gov.au](mailto:kaye.mccoy@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### Primary Health Services

##### Primary Health South

#### **Deputy Manager Community Physiotherapy (505485).**

Applications Close:—Friday, 10 July 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 day work.

Location:—Southern Region.

Duties:—We are seeking a passionate and experienced professional to undertake a new role within our leadership team. If you are someone with extensive clinical and some managerial experience, an enthusiasm for supporting change and innovation and who values the lifestyle advantages of living and working in Tasmania then look no further.

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 for—crimes of violence, sex related offences, serious drug related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Jennie Delaney, Department of Health and Human Services, phone (03) 6222 7217, email [jennie.delaney@dhhs.tas.gov.au](mailto: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

### HEALTH SERVICES

#### Primary Health Services

##### Primary Health South

#### **Senior Physiotherapist (505482).**

Applications Close:—Friday, 3 July 2009.

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 15.2 hours per fortnight.

Location:—Southern Region.

Duties:—Within a primary health care framework ensure the efficient and effective provision of optimal physiotherapy management for clients of the Community Physiotherapy Service.

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 for—crimes of violence, sex related offences, serious drug related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Jennie Delaney, Department of Health and Human Services, phone (03) 6222 7217, email [jennie.delaney@dhhs.tas.gov.au](mailto: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

### HEALTH SERVICES

#### *Royal Hobart Hospital*

#### **Administrative Assistant (518695).**

Applications Close:—Friday, 3 July 2009.

Salary:—\$41,427 - \$45,142 p.a.

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

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—Provide a high level of administrative, clerical and secretarial support to assist in the efficient and effective operation of Safety and Quality Unit at the Royal Hobart Hospital.

Desirable Requirements:—Demonstrated knowledge of and experience in contemporary office management practices and ability to utilise computer based equipment, applications and software including office equipment. Ability to exercise initiative, judgment, courtesy and discretion and to work effectively under routine supervision. Demonstrated ability to work either individually or as a member of a team in an environment subject to work pressure and change.

Enquiries to Rhonda Smith, Department of Health and Human Services, phone (03) 6222 7804, email [rhonda.smith@dhhs.tas.gov.au](mailto:rhonda.smith@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Royal Hobart Hospital*

#### **Cardiac Technologist, Echocardiographer (518976).**

Applications Close:—Friday, 3 July 2009.

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 worker (with oncall) for 38 hours per fortnight.

Location:—Royal Hobart Hospital.

Duties:—To assist staff in the overall investigation and management of patients of the Royal Hobart Hospital through provision of a quality cardiac technology and echocardiography service. To provide safe and compassionate patient care founded on excellence in practice, teaching, research, respect and leadership.

Desirable Requirements:—A broad knowledge of the theory and application of cardiac technology and physiology, particularly with relation to clinical sonography, electrocardiography, pacemaker testing and implantation. At least three years of post graduate experience. The ability to work and communicate effectively with a wide range of people, including patients and staff. Initiative and adaptability including ability in time-management and work prioritising and monitoring.

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 8620, email [richard.wood-baker@dhhs.tas.gov.au](mailto: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

### HEALTH SERVICES

#### *Royal Hobart Hospital*

#### **Nurse Unit Manager - General Surgical and Gynaecological (Womens Health) Unit (509225) (Readvertised).**

Applications Close:—Friday, 17 July 2009.

Salary:—\$77,219 - \$79,045 p.a.

Nurses (TPS) Award, Nurse Unit Manager.

Permanent full-time day work.

Location:—Hobart.

Description:—The Royal Hobart Hospital's (RHH) General Surgical and Gynaecological (Women's Health) Unit has recently reviewed its services and scope resulting in the inclusion of a co-located women's health service. The 26 bed unit includes 3 surgical high observation beds and access to Clinical Nurse Consultants specialising in wound management and gynaecology and a stomal therapy service. This collaborative team supports a multi-disciplinary approach to patient care with active involvement from a range of allied health, nursing and medical practitioners. The Unit has had the leadership of an acting manager for an extended period of time and your role will be to further develop work underway to more appropriately align patient care and focus on integrating women's health issues in a busy, dynamic surgical ward. Patient throughput is high, and as with many public tertiary referral hospitals, demand continues to grow. This is your chance to join this experienced team and lead ongoing improvements in models of care and pursuit of best practice.

Duties:—You will be a registered nurse with exceptional team leadership skills. Highly motivated and an excellent communicator, ideally, you will have demonstrated prior experience in a similar position. In partnership with the Director of General Surgery and surgical specialists you will work collaboratively with our dedicated unit staff to ensure that patients and their families continue to receive contemporary

surgical and women's health services. You will also provide leadership and professional direction to achieve the current and future strategic and operational goals of the Unit, the Royal Hobart Hospital and for the State of Tasmania.

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

Enquiries to Gail Sillery-Nursing and Services Director, Surgical Services, Department of Health and Human Services, phone (03) 6222 8216, email [nrcosurgery@dhhs.tas.gov.au](mailto:nrcosurgery@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Royal Hobart Hospital*

#### ***Nurse Unit Manager - Royal Hobart Hospital Clinics (508877).***

Applications Close:—Friday, 10 July 2009.

Salary:—\$77,219 - \$79,045 p.a.

Nurses (TPS) Award, Nurse Unit Manager.

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—Provide leadership to the Royal Hobart Hospital (RHH) Clinics.

Ensure the efficient and effective provision of care, based on clinical standards and best practice principles within a collaborative and multidisciplinary framework by co-ordinating the clinical, management, education and nursing research functions within the RHH Clinics.

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

Enquiries to Deanne West, Department of Health and Human Services, phone (03) 6222 7805, email [deanne.west@dhhs.tas.gov.au](mailto:deanne.west@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Royal Hobart Hospital*

#### ***Nurse Unit Manager Clinical Co-ordination/Patient Flow (509147).***

Applications Close:—Friday, 3 July 2009.

Salary:—\$77,219 - \$79,045 p.a.

Nurses (TPS) Award, Nurse Unit Manager.

Permanent full-time and part-time hours are available, covering a variety of shift work patterns. Applicants are encouraged to discuss options and gain further information from the contact person.

Location:—Royal Hobart Hospital.

Duties:—Provide leadership to staff of the Royal Hobart Hospital in the capacity of Nurse Unit Manager, with alternate rostering between patient flow and Clinical Co-ordination streams. Ensure the efficient and effective provision of care, based on clinical standards and best practice principles within a collaborative and multidisciplinary framework by co-ordinating the clinical, patient flow, management, education and nursing research functions within the Royal Hobart Hospital.

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

Enquiries to Lorraine Larcombe, Department of Health and Human Services, phone (03) 6222 8767, email [lorraine.larcombe@dhhs.tas.gov.au](mailto:lorraine.larcombe@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Royal Hobart Hospital*

#### ***Senior Dietitian (508226).***

Applications Close:—Friday, 3 July 2009.

Salary:—\$69,974 - \$80,262 p.a.

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

Permanent part-time day work (38 hours per fortnight).

Location:—Royal Hobart Hospital.

Duties:—The Senior Dietitian: Provides clinical dietetic services to allocated areas at specialist and/or senior levels. Advocates for appropriate nutrition for clients and staff of the Department of Health and Human Services. Assists the Manager, Nutrition and Dietetics in performing management and administrative tasks.

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 related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Jean Symes, Department of Health and Human Services, phone (03) 6222 7204, email [jean.symes@dhhs.tas.gov.au](mailto:jean.symes@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Royal Hobart Hospital*

#### ***Senior Occupational Therapist (516221).***

Applications Close:—Friday, 3 July 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:—Royal Hobart Hospital.

Duties:—Undertake specialised occupational therapy clinical assessment and treatment of acute rehabilitation with specialist knowledge of the clinical caseload while ensuring optimum patient care within a multidisciplinary team setting. Provide clinical direction, support and resource development in this clinical area to level one /two occupational therapists.

Assist the specialist occupational therapist with the development of the occupational therapy acute rehabilitation service through planning, evidence based practice, quality improvement and research activities and clinical placements for undergraduate students.

Maintain the Code of Ethics of O.T. Australia, the Australian Association of Occupational Therapists.

Highly Desirable:—Possession of current driver's licence.

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

Enquiries to Kaye Jenkins, Department of Health and Human Services, phone (03) 6222 8633, email [kaye.jenkins@dhhs.tas.gov.au](mailto:kaye.jenkins@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Royal Hobart Hospital*

#### ***Staff Specialist Nuclear Medicine (518892).***

Applications Close:—Friday, 3 July 2009.

Salary:—To be negotiated.

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

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Duties:—In accordance with hospital policy, procedures and statutory regulations the Staff Specialist will;. Provide clinical services of the highest possible standard to Nuclear Medicine patients. Actively pursue improved outcomes for Nuclear Medicine patients by participating in teaching and research relevant to Nuclear Medicine.

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.

Enquiries to Clinical Professor Tony Bell, Department of Health and Human Services, phone (03) 6222 7502, email [anthony.bell@dhhs.tas.gov.au](mailto:anthony.bell@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

#### ***Team Manager Service Co-ordination South West (505836).***

Applications Close:—Friday, 3 July 2009.

Salary:—\$66,862 - \$79,193 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 6.

Fixed-term full-time day work (See Note below).

Location:—Disability Services - South West.

Note: - This role is from as soon as possible until 30 Jul 2010 - or until the duties of Team Manager Service Co-ordination South West 505836) are transferred to the Non Government Sector, under the Human Services Reform Programme - whichever is the sooner.

Duties: -. Within a legislative framework and the principles of service co-ordination provide leadership, management and co-ordination in the delivery of service co-ordination services, ensuring appropriate consultative links are maintained with clients, service providers and other stakeholders. Perform a pivotal role in the establishment and maintenance of effective links with key stakeholders involved in the development and use of service co-ordination services, including clients and their families, carers, government and non government organisation and interested members of the public. As a member of the Service Management Team, provide high-level advice on a broad range of service delivery and strategic issues relating to the delivery of services to disabled persons. Represent Disability Services at public forums and other meetings as required.

Desirable Requirements:—A Diploma in Community Services and Health (Disability Work) from a recognised academic/training organisation, or qualification deemed equivalent, or progressing towards attaining this qualification. Demonstrated knowledge and practical understanding of the Tasmanian Disability Services Act 1992, together with extensive knowledge, understanding and experience of service co-ordination principles, including the ability to translate this into practice and to demonstrate by example, actions and behaviours valued by the community, which enhances the image of people with disabilities. Proven leadership and resource management skills and demonstrated experience and knowledge of contemporary management practice, especially change management and best practice and the ability to monitor effectiveness and efficiency. Knowledge and experience in project management considered desirable.

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 related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Margaret Nolan, Department of Health and Human Services, phone (03) 6230 7785, email [margaret.nolan@dhhs.tas.gov.au](mailto:margaret.nolan@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

## HUMAN SERVICES

*Children and Family Services***Support Worker (501650).**

Applications Close:—Friday, 3 July 2009.

Salary:—\$36,748 - \$40,884 p.a.

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

Fixed-term part-time day work commencing as soon as possible until 30 December 2009. Fixed-term casual (as and when required) positions may also be available.

Location:—Children and Family Services - North West.

Duties:—Under the supervision of the Co-ordinator, provide support to children, young persons and families with the aim to enable children to grow up in a safe and supportive environment including providing transport and supervision of client access visits.

Desirable Requirements:—A good knowledge of the tasks performed by Child and Family Services or the ability to quickly acquire that knowledge. Demonstrated personal qualities including sensitivity and perseverance and the ability to work in an environment subject to work pressure and change and maintain a high level of confidentiality. Good written, verbal and interpersonal skills including conflict resolution and negotiation skills.

Essential Requirements:—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 or transfer. The following checks are to be conducted: conviction check for—crimes of violence, sex related offences, serious drug related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Selina McGuire, Department of Health and Human Services, phone (03) 6434 6404, email selina.mcguire@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 Services***Manager Disability Services (North) (511985).**

Applications Close:—Friday, 10 July 2009.

Salary:—\$102,233 p.a.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional Manager, Level 5, Grade 2.

Permanent full-time day work.

Location:—Disability Services - North.

Duties:—The Manager is a senior member of the Disability, Child, Youth and Family Services Executive (North) and has primary responsibility for managing and co-ordinating professional and administrative service delivery for disability services in Northern Tasmania.

The job is responsible for ensuring the effective and efficient provision of a variety of professional services and programmes delivered and funded by Disability Services, and the provision of high level advice and analysis to the Area Director, Disability Child Youth and Family Services (North) with regard to policy directions and service development of the disability sector.

The Manager acts in accordance with agreed National and State strategic directions, service standards and best practice, works to achieve agreed Agency financial and service delivery performance targets, and contributes to ongoing policy and strategic agendas at the regional and state levels.

Desirable Requirements:—Significant high level experience in the management and leadership of professionals. Contemporary management skill in service delivery, strategic planning, policy development, human resources, business, project, change and information management. High-level strategic, conceptual, analytical and creative skills, along with the ability to plan and prioritise activities, formulate sound professional judgments and provide appropriate analysis of research of relevance to the sector. Highly developed professional frame of reference encompassing interpersonal, communication, supervision, representation, conflict resolution and negotiation skills, including the ability to negotiate and work collaboratively with senior internal and external stakeholders.

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 for—crimes of violence, sex related offences, serious drug related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Mike Willie, Department of Health and Human Services, phone (03) 6336 4390, email [mike.willie@dhhs.tas.gov.au](mailto:mike.willie@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 Services***Professional Officer - Allied Health (516348).**

Applications Close:—Friday, 3 July 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 01 July 2009 until 30 September 2009.

Location:—Disability Services, North West.

Duties:—Provide specialist habilitation services to people with disabilities in a range of settings within a transdisciplinary model. Provide and co-ordinate 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 programmes. 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 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 or transfer. The following checks are to be conducted: conviction check for—crimes of violence, sex related offences, serious drug related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Kristen Webb, Department of Health and Human Services, phone (03) 6434 4103, email kristen.webb@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 Services*

#### ***Professional Officer - Allied Health (515593).***

Applications Close:—Friday, 10 July 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 21 July 2009 until 22 July 2011.

Location:—Disability Services - North West.

**Duties:**—Provide specialist habilitation services to people with disabilities in a range of settings within a transdisciplinary model. Provide and co-ordinate 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 programmes. 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 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 or transfer. The following checks are to be conducted: conviction check for—crimes of violence, sex related offences, serious drug related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Kristen Webb, Department of Health and Human Services, phone (03) 6434 4103, email kristen.webb@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 Services*

#### ***Professional Officer - Allied Health (502851).***

Applications Close:—Friday, 3 July 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 13 July 2009 until 01 February 2010.

Location:—Disability Services - North West.

**Duties:**—Provide specialist habilitation services to people with disabilities in a range of settings within a transdisciplinary model. Provide and co-ordinate 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 programmes. 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 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 or transfer. The following checks are to be conducted: conviction check for—crimes of violence, sex related offences, serious drug related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Kristen Webb, Department of Health and Human Services, phone (03) 6434 4103, email kristen.webb@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*

#### **Manager Disability Services - SE (518897).**

Applications Close:—Friday, 10 July 2009.

Salary:—\$102,233 p.a.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional Manager, Level 5, Grade 2.

Permanent full-time day work.

Location:—Disability Services - South East.

Duties:—The Manager is a senior member of the Disability, Child, Youth and Family Services Executive (South East) and has primary responsibility for managing and co-ordinating professional and administrative service delivery for disability services in South East Tasmania. The job is responsible for ensuring the effective and efficient provision of a variety of professional services and programmes delivered and funded by Disability Services, and the provision of high level advice and analysis to the Area Director, Disability Child Youth and Family Services (South East) with regard to policy directions and service development of the disability sector. The Manager acts in accordance with agreed National and State strategic directions, service standards and best practice, works to achieve agreed Agency financial and service delivery performance targets, and contributes to ongoing policy and strategic agendas at the regional and state levels. The job has significant responsibility for managing assigned human, financial and physical resources and supports the optimal management of resources assigned to the government disability service sector.

Desirable Requirements:—Significant high level experience in the management and leadership of professionals. Contemporary management skill in service delivery, strategic planning, policy development, human resources, business, project, change and information management. High-level strategic, conceptual, analytical and creative skills, along with the ability to plan and prioritise activities, formulate sound professional judgments and provide appropriate analysis of research of relevance to the sector. Highly developed professional frame of reference encompassing interpersonal, communication, supervision, representation, conflict resolution and negotiation skills, including the ability to negotiate and work collaboratively with senior internal and external stakeholders.

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 for—crimes of violence, sex related offences, serious drug related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Deborah Leisser, Department of Health and Human Services, phone (03) 6230 7871, email deborah.leisser@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 SYSTEM DEVELOPMENT

#### *Mental Health and Statewide Services*

#### Alcohol and Drug Services

#### Alcohol and Drug Services Statewide

#### **Workforce Development Consultant (Allied Health) (518513).**

Applications Close:—Friday, 10 July 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:—St Johns Park, New Town.

Duties:—Are you interested in a career where you work with and develop a specialist alcohol and drug workforce in Tasmania? If so, a vacancy exists for a senior allied health professional within the Alcohol and Drug Service which could be the position for you. We are looking for a proactive, self motivated, enthusiastic and knowledgeable individual who likes a challenge! As a member of a newly established Workforce Development Team, you will provide leadership and strategic thinking in the development of workforce capacity within the alcohol, tobacco and other drug sector in Tasmania. You will be supported to work creatively and encouraged to show your initiative and resourcefulness as a member of this exciting new statewide team. You will contribute to agency wide workforce development strategies and build productive networks to develop and deliver specialist training and learning activities to the workforce. You will also focus on providing specific direction and support for the development of the allied health workforce both within the alcohol, tobacco and other drug sector and other health sectors in Tasmania. If you enjoy a challenge and like working as a member of a highly skilled and professional team, then consider coming to work with us.

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 for—crimes of violence, sex related offences, serious drug related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Mark Frohmader, Department of Health and Human Services, phone (03) 6214 5717, email mark.frohmader@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 SYSTEM DEVELOPMENT

*Mental Health and Statewide Services*

## Alcohol and Drug Services

## Alcohol and Drug Services Statewide

**Workforce Development Consultant (Nursing) (517286).**

Applications Close:—Friday, 10 July 2009.

Salary:—\$72,136 - \$77,219 p.a.

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

Permanent full-time day work.

Location:—St Johns Park, New Town.

Duties:—Are you interested in a career where you work with and develop a specialist alcohol and drug workforce in Tasmania? If so, a vacancy exists for a senior nurse educator within the Alcohol and Drug Service which could be the position for you. We are looking for a proactive, self motivated, enthusiastic and knowledgeable individual who likes a challenge! As a member of a newly established Workforce Development Team, you will provide leadership and strategic thinking in the development of workforce capacity within the alcohol, tobacco and other drug sector in Tasmania. You will be supported to work creatively and encouraged to show your initiative and resourcefulness as a member of this exciting new statewide team. You will contribute to agency wide workforce development strategies and build productive networks to develop and deliver specialist training and learning activities to the workforce. You will also focus on providing specific direction and support for the development of the nursing workforce both within the alcohol, tobacco and other drug sector and other health sectors in Tasmania. If you enjoy a challenge and like working as a member of a highly skilled and professional team, then consider coming to work with us.

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

Enquiries to Mark Frohmader, Department of Health and Human Services, phone (03) 6214 5717, email mark.frohmader@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 SYSTEM DEVELOPMENT

*Mental Health and Statewide Services*

## Mental Health Services South

**Clinical Co-ordinator - Adult Community Mental Health Services (517883).**

Applications Close:—Friday, 10 July 2009.

Salary:—\$72,136 - \$77,219 p.a.

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

Permanent full-time day work.

Location:—Glenorchy and Northern Districts.

PLEASE NOTE: This vacancy is also advertised as a Clinical Co-ordinator - Adult community Mental Health Services (517883m), Allied Health Professional, Level 4. There is only one vacancy and one vacancy will be filled, based on merit.

Duties:—Assist the Team Leader to provide leadership and direction in the strategic development and management of a comprehensive multidisciplinary community mental health team. Provide effective management of specified human and physical resources. Optimise clinical processes and individual client outcomes.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania. A current psychiatric nursing practising certificate or be authorised by the Nursing Board of Tasmania to work in a psychiatric nursing position.

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 related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Rosalind Cole, Department of Health and Human Services, phone (03) 6211 5000, email [rosalind.cole@dhhs.tas.gov.au](mailto:rosalind.cole@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 SYSTEM DEVELOPMENT

*Mental Health and Statewide Services*

## Mental Health Services South

**Clinical Co-ordinator - Adult Community Mental Health Services (517883m).**

Applications Close:—Friday, 10 July 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 day work.

Location:—Glenorchy and Northern Districts.

PLEASE NOTE: This vacancy is also advertised as a Clinical Co-ordinator - Adult community Mental Health Services (517883), Registered Nurse, Level 3. There is only one vacancy and one vacancy will be filled, based on merit.

Duties:—Assist the Team Leader to provide leadership and direction in the strategic development and management of a comprehensive multidisciplinary community mental health team. Provide effective management of specified human and physical resources. Optimise clinical processes and individual client outcomes.

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

Enquiries to Rosalind Cole, Department of Health and Human Services, phone (03) 6211 5000, email [rosalind.cole@dhhs.tas.gov.au](mailto:rosalind.cole@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 SYSTEM DEVELOPMENT

#### *Mental Health and Statewide Services*

##### Mental Health Services South

#### **Graduate Occupational Therapist (518779).**

Applications Close:—Friday, 10 July 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 full-time day work, commencing as soon as possible for a period of 2 years.

Location:—Southern Region.

Duties:—Undertake the delivery of quality client care services utilising evidence-based best practice and recovery principles within a collaborative and multi-disciplinary framework. Provide an occupational therapy assessment and treatment service to clients of Inpatient and Extended Treatment Mental Health Services and their families or carers in relation to mental health issues and in accordance with discipline specific skills and abilities. Act as a consultant to a range of internal and external stakeholders in relation to the support and management of clients with mental health needs. Promote community awareness in relation to mental health.

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

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

Enquiries to Renae Michelin, Department of Health and Human Services, mobile 0400 651 328, email [renae.michelin@dhhs.tas.gov.au](mailto:renae.michelin@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 SYSTEM DEVELOPMENT

#### *Mental Health and Statewide Services*

##### Mental Health Services South

#### **Occupational Therapist (505032).**

Applications Close:—Friday, 10 July 2009.

Salary:—\$45,535 - \$73,058 p.a.

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

Permanent full-time day work.

Location:—Hobart and Southern Districts.

Duties:—Undertake the delivery of quality client care services utilising evidence-based, best practice and recovery principles within a collaborative and multidisciplinary framework. Provide occupational therapy assessment and treatment service to clients of the Adult Community Mental Health Team and their families or carers in relation to mental health issues and in accordance with discipline specific skills and abilities. Act as a consultant to other agencies with regard to the support and management of clients with mental health needs. Promote community awareness in relation to mental health.

Essential Requirements:—Graduate of an approved School of Occupational Therapy and eligibility for membership to OT Australia. (Australian Association of Occupational Therapists). The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check for—crimes of violence, sex related offences, serious drug related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Phil Tilley, Department of Health and Human Services, phone (03) 6233 6011, email [phil.tilley@dhhs.tas.gov.au](mailto:phil.tilley@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 SYSTEM DEVELOPMENT

#### *Mental Health and Statewide Services*

##### Mental Health Services South

#### **Registered Nurse (512319).**

Applications Close:—Friday, 3 July 2009.

Salary:—\$56,230 - \$67,183 pro rata.

Nurses (TPS) Award, Community FCH Nurse.

Permanent part-time shift work, working 38 hours per fortnight.

Location:—Clarence and Eastern Districts.

Duties:—Provides the following specialist mental health services: crisis response, intake assessment, assertive treatment, acute and intensive case management; within a multidisciplinary team environment. Based on the Eastern shore at Bellerive and providing outreach services to rural areas within the catchment.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania. A current psychiatric nursing practising certificate or be authorised by the Nursing Board of Tasmania to work in a psychiatric nursing position. A current drivers licence. The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check for—crimes of violence, sex related offences, serious drug related offences, crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Dean Riches, Department of Health and Human Services, phone (03) 6211 4580, email dean.riches@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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## INFRASTRUCTURE, ENERGY AND RESOURCES

### LAND TRANSPORT SAFETY

#### *Road Safety Operations*

#### Crossing Guards

#### ***School Crossing Patrol Officer - George Town (904010).***

Applications Close:—Friday, 3 July 2009.

Salary:—\$37,931 - \$40,482 pro rata.

Tasmanian State Service Award, General Stream, Band 1.

Permanent part-time School Term Only (15 hours per week, 42 weeks per year).

Location:—George Town.

Duties:—To assist school children and other pedestrians to cross roads near schools in locations where provision of a Patrol Officer is warranted under Departmental guidelines.

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, serious driving offences; and a medical examination covering general health, medical history, vision and hearing.

Desirable Requirements:—Current drivers licence.

Possession of a current First Aid Certificate.

Enquiries to David McIntee, Road Safety Consultant, Department of Infrastructure, Energy and Resources, phone (03) 6336 2115, email david.mcintee@dier.tas.gov.au.

Applications to Manager Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart TAS 7001, phone (03) 6233 2077, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

To be considered for an interview an applicant must address the selection criteria that are contained in the Statement of Duties.

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

## JUSTICE

### WORKPLACE STANDARDS TASMANIA

#### *Chief Inspector Mines*

#### ***Administrative Support Officer (356116).***

Applications Close:—Friday, 3 July 2009.

Salary:—\$41,938 - \$45,740 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time 73.5 hours per fortnight.

Location:—Rosny.

Duties:—Provide administrative and clerical support including word processing, assistance in the preparation of documentation, draft minutes, other correspondence and related matters. Be the first point of contact for telephone and across the counter enquiries, including providing information to a diverse clientele.

Enquiries to Fred Sears, Chief Inspector of Mines, Workplace Standards Tasmania, Department of Justice, phone (03) 6233 8360, mobile 0428 343115, email fred.sears@justice.tas.gov.au.

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

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Daphne Webb on (03) 6233 6809.

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.

## PRIMARY INDUSTRIES AND WATER

### RESOURCE MANAGEMENT AND CONSERVATION

#### *Fox Eradication*

#### ***Field Officer (Fox Eradication) (3 vacancies) (702990, 702991 and 702993).***

Applications Close:—Friday, 3 July 2009.

Salary:—\$32,500 - \$40,482 p.a.

Tasmanian State Service Award, General Stream, Band 1.

Fixed-term full-time (for 12 months).

Location:—Launceston (702990), Devonport (702991), Newtown (702993).

If applying for more than one vacancy, please state order of preference.

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

Duties:—As a member of a team organise, conduct and participate in intensive management programmes for the eradication of foxes in Tasmania.

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

Desirable Requirements:—Category A and B firearms licence. Workplace, Level 2 First Aid Certificate or equivalent. Chemical Handling Certificate (Agsafe).

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

At DPIW, we value the diverse backgrounds, skills and contributions of all employees and treat each other with respect.

Enquiries to Kristy Withers, phone (03) 6336 5324, email [kristy.withers@dpiw.tas.gov.au](mailto:kristy.withers@dpiw.tas.gov.au).

Applications to Manager, Human Resources Management Branch, Department of Primary Industries and Water, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 3004, fax (03) 6233 3682, email [job.applications@dpiw.tas.gov.au](mailto:job.applications@dpiw.tas.gov.au).

#### TASMANIAN ACADEMY

##### HELLYER CAMPUS

#### **Teacher (Outdoor Education) (001466).**

Applications Close:—Friday, 3 July 2009.

Salary:—\$48,577 - \$75,323 p.a.

Post Year 10 Teaching Staff Award, Band 1.

Permanent full-time.

Location:—North-West.

Duties:—To implement and manage appropriate learning programmes for students and to assess individual student progress in Outdoor Education.

Essential Requirements:—Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005. Current Certificate; or provisional registration; or limited authority to teach, granted by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000. Please note that a person with a limited authority to teach can only be employed a fixed-term basis. The Commissioner has determined that a person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

Enquiries to Kathy Cameron, Principal Hellyer Campus, Tasmanian Academy, phone 6435 5200, email [kathy.cameron@academy.tas.edu.au](mailto:kathy.cameron@academy.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](http://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](mailto: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.

An increased salary may be negotiated in lieu of additional recreation leave entitlements.

#### PUBLIC TRUSTEE

##### ADMINISTRATION

#### **Marketing Co-ordinator (790101).**

Applications Close:—Friday, 3 July 2009.

Salary:—\$52,276 - \$61,582 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent part-time (0.6 FTE).

Location:—Hobart.

Duties:—The Marketing Co-ordinator will work with

the Manager Marketing and Business Development in the implementation of the Public Trustee's marketing plan and corporate programmes and projects related to marketing, product and new business development and the implementation of strategies for the promotion of the Public Trustee.

Desirable Requirements:—Demonstrated understanding of the principles of marketing and business development within a commercial environment. Demonstrated research and analytical skills. Demonstrated understanding of customer relationship management and proactive client service principles.

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

Enquiries to Allana Docking, Manager Marketing and Business Development, Public Trustee, G.P.O. Box 1565, Hobart, Tas, 7001, phone 6233 7615, email [adocking@publictrustee.tas.gov.au](mailto:adocking@publictrustee.tas.gov.au).

Applications to Karyne Johns, Human Resource Officer, Public Trustee, 116 Murray Street, Hobart, Tas, 7000, phone 6233 7706, email [kjohns@publictrustee.tas.gov.au](mailto:kjohns@publictrustee.tas.gov.au).

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

#### PUBLIC TRUSTEE

##### LEGAL SERVICES

#### **Legal Practitioner (790166).**

Applications Close:—Friday, 3 July 2009.

Salary:—\$65,808 - \$80,010 p.a.

Legal Practitioners Agreement 2005, Level 2.

Permanent full-time.

Location:—Hobart.

Duties:—The Legal Practitioner, as directed, will attend to clients of the Public Trustee and advise concerning estate planning and testamentary dispositions, take and check instructions, draw and engross Wills and other legal documents. As directed, have the carriage and conduct of actions as Counsel for and instructing solicitor, provide legal advice and opinions to and for clients and officers of the Public Trustee and research questions of law accordingly. Assist in training and coaching throughout the State to non-legal staff employed by the Public Trustee as required. Carry out all functions of a legal practitioner as directed from time to time.

Essential Requirements:—Admitted or eligible for admission to the Supreme Court as a Barrister or Practitioner of the Supreme Court of Tasmania.

Desirable Requirements:—A minimum of three years practical experience as a Legal Practitioner.

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

Enquiries to Brendan McManus, Corporate Solicitor, Public Trustee, G.P.O. Box 1565, Hobart, Tas, 7001, phone 6233 7978, email [bmcmamus@publictrustee.tas.gov.au](mailto:bmcmamus@publictrustee.tas.gov.au).

Applications to Karyne Johns, Human Resource Officer, Public Trustee, 116 Murray Street, Hobart, Tas, 7000, phone 6233 7706, email [kjohns@publictrustee.tas.gov.au](mailto:kjohns@publictrustee.tas.gov.au).

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## 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	Coordinator Web Content	A. Hansen	6 months	25.06.09
Economic Development & Tourism	Manager Stakeholder Communications and Public Affairs	L. Ryan	6 months	22.06.09
Education	Teacher	R. Taylor	6 months	15.06.09
Education	Canteen Assistant	S. Blazely	6 months	22.06.09
Environment, Parks, Heritage & the Arts	Environmental Officer	D. Jones	6 months	22.06.09
Health & Human Services	Pharmacist	C Mirkazemi	6 months	15.06.09
Health & Human Services	Data Analyst (Elective Surgery)	Z. Desai	6 months	22.06.09
Health & Human Services	Registered Nurse	L. Gurner	6 months	07.06.09
Health & Human Services	Pharmacist	J Milton	6 months	15.06.09
Health & Human Services	Registered Nurse	W. Snare	6 months	27.07.09
Health & Human Services	Pharmacist	S Wanandy	6 months	15.06.09
Health & Human Services	Registered Nurse	A. Poulton	6 months	14.06.09
Health & Human Services	Community Nurse	J. Santospirito	6 months	01.06.09
Health & Human Services	Pharmacist	C Archer	6 months	15.06.09
Justice	Clerical Officer	S Stewart	6 Months	11.06.09
Police & Emergency Management	Team Leader Southern Region	T. Hill	6 months	22.06.09

### *Promotion of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Education	C. Youd	Assistant Principal	15.06.09
Education	P. Parish	Assistant Principal	15.06.09
Health & Human Services	C. Donovan	Administrative Officer	24.06.09
Health & Human Services	J. Kenna	Registered Nurse Level 3	16.06.09
Health & Human Services	S. Reynolds	Team Leader - Response	22.06.09
Health & Human Services	C. Knipe	Supervisor Radiation Therapist	21.06.09
Health & Human Services	C. Banks	Clinical Nurse (Nephrology)	28.06.09
Premier & Cabinet	C. Davies	Manager Sales and Solutions	12.06.09
Treasury & Finance	K. Strikis	Financial Analyst	15.06.09

### *Transfer of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services	J. Dowde	Primary Industries & Water	Youth Worker AYDC	15.05.09

### *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>
Justice	State Architect	P Poulet	5 years	01.06.09

*Retirement of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Environment, Parks, Heritage & the Arts	Ranger	N. Burgess	10.06.09

*Resignation of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Teacher	C. Robotham	12.06.09
Environment, Parks, Heritage & the Arts	Parks and Reserves Manager, Northwest Coast	S. Nicholson	23.06.09
Health & Human Services	Contract Review Committee Support Officer	S Pidgeon	12.06.09
Health & Human Services	Enrolled Nurse	R. Bignell	14.06.09
Health & Human Services	Senior Physiotherapist	D Jones	03.06.09
Health & Human Services	Administrative Assistant	M. Gardiner	17.06.09
Health & Human Services	Domestic Services Officer	M Poulter	13.06.09
Health & Human Services	Professional Officer	C Hodgson	16.06.09
Health & Human Services	Registered Nurse	J. Groom	10.06.09
Infrastructure, Energy & Resources	Driver Testing Officer	G Ling	12.06.09
Justice	Legal Practitioner	M. Mackay	19.06.09
Treasury & Finance	Technical Officer	J. Coogan	19.06.09

*Termination of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Administrative Support Officer	S. Guiver	28.05.09
Health & Human Services	Registered Nurse	C. Clarke	12.06.09

*Retirement of Officers*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	General Manager	L. Leppard	10.06.09



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## Tips for a green office.

### 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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