



# TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER  
SALES \$1.10  
INCLUDING G.S.T.

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

## Vacancies—General Information

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

**[www.jobs.tas.gov.au](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.

**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.

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**EMISSIONS**  
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- Choice of nine colours

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- Reverse sensing
- Satellite navigation
- Front fog lamps
- Choice of ten colours

**Falcon FG G6**  
SES 1



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# the tasmanian skills institute

## Business

294

### Contract Management Workshop Diploma of Government (Contract Management)

**Outcome:** Statement of Attainment. Selected units (four) from the Diploma of Government (Contract Management).

#### Hobart

**When:** Mon 19 - Wed 21 October 2009, 9am - 4pm.

**Where:** Clarence Campus, 4a Bounty St, Warrane.

#### Launceston

**When:** Mon 9 - Wed 11 November 2009, 9am - 4pm.

**Where:** Alanvale Campus, 54a Alanvale Rd, Newnham.

Contact us on 1300 362 175,  
[www.skillsinstitute.com.au](http://www.skillsinstitute.com.au) or  
email [info@skillsinstitute.tas.edu.au](mailto:info@skillsinstitute.tas.edu.au)



## Gazette.

Email copy to.

[govt.gazette@thepat.com.au](mailto: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**

## ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

### EXPORT AND ENTERPRISE DEVELOPMENT DIVISION

#### Small Business

#### Client Support Officer (421133).

Applications Close:—Friday, 23 October 2009.

Salary:—\$41,938 – \$45,740 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time.

Location:—Hobart.

Duties:—Provide a high standard of customer service as a member of the department's Business Point team, including provision of general information, fact sheets on programmes and services offered to business, and through referrals to other departmental staff, Business Enterprise Centres and other service providers.

Provide a high standard of administrative and clerical support to staff of the Enterprise Development Unit.

Enquiries to Kaylene Mann, Client Support Officer, Department of Economic Development, Tourism and the Arts, phone (03) 6233 5858, email [Kaylene.Mann@development.tas.gov.au](mailto:Kaylene.Mann@development.tas.gov.au)

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart TAS 7001, phone (03) 6233 5797, fax (03) 6233 5703, email [applications@development.tas.gov.au](mailto:applications@development.tas.gov.au)

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

## ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

## TASMANIAN MUSEUM AND ART GALLERY

**Registration Technician (2 vacancies).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$41,938 – \$45,740 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Vacancy No. 706297, 706242.

Fixed-term full-time for 12 months.

Location:—Hobart.

Duties:—To assist in the cataloguing, documentation, packing and transport of objects in the Markree Museum collection.

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

Desirable Requirements:—Current drivers license with the ability to operate manual vehicles. Current Fork Lift License. Manual Handling Training.

Enquiries to Anthony Curtis, Acting Manager (Markree Museum), Department of Economic Development, Tourism and the Arts, phone (03) 6211 4120, email [Anthony.Curtis@tmap.tas.gov.au](mailto:Anthony.Curtis@tmap.tas.gov.au).

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

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

## ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

## TOURISM TASMANIA

*Strategy and Operational Performance***Survey Interviewer (3 vacancies).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$32,500 – \$40,482 p.a.

Tasmanian State Service Award, General Stream, Band 1.

Vacancy No. Various.

Permanent part-time 0.09 FTE (these are minimum hours, work will be rostered and subject to variation).

Location:—Hobart.

Duties:—Conduct face-to-face interviews with departing passengers on selected flights, ferries and cruise ships, and patrons of selected events within the region to enable the collection of quality information and data for the compilation of the Tasmanian Visitor Survey for Tourism Tasmania.

Enquiries to Nicholas Tomlin, Coordinator Survey Management, Department of Economic Development, Tourism and the Arts, phone (03) 6230 8141, email [Nicholas.Tomlin@tourism.tas.gov.au](mailto:Nicholas.Tomlin@tourism.tas.gov.au)

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

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

## EDUCATION

## LEARNING SERVICES

*Learning Services (North-West)*

## Devonport High School

**Re-advertised, Principal (201137).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$107,950 p.a.

Teaching Service (TPS) Award, Band 3, Level 6.

Permanent full-time from 1 January 2010.

Location:—Devonport High School.

Description of the Role:—To lead and direct the educational programme and administration of a school/ college in accordance with appropriate Acts, Regulations and guidelines.

Essential Requirements:—Teaching qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: Conviction check for: Crimes of violence, Sex related offences, Serious drug offences.

Desirable Requirements:—Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

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

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

Enquiries to Malcolm Wells, Department of Education, phone (03) 6434 6350, email [malcolm.wells@education.tas.gov.au](mailto:malcolm.wells@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)

## HEALTH AND HUMAN SERVICES

## HUMAN SERVICES

**Professional Officer, Clinical Psychologist (505663).**

Applications Close:—Friday, 30 October 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:—Disability Services, South.

Duties:—Advise and work with carers and people who have challenging behaviours, multiple disabilities, communication disorders, significant social and legal needs who are vulnerable to exploitation and abuse and are unable to gain access to generic services. Plan, develop, implement, monitor, review and co-ordinate critical services and innovative client programmes within the specialist area. Provide specialist Psychological

consultancy services on complex issues for carers, service providers, the wider community and peers within the same profession throughout the state. Identify needs, develop, conduct and review education programmes for carers, service providers, educational institutions and the wider community. Identify needs, develop or acquire specialised resources to support consumers with complex needs, including new and established technology.

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

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

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

Enquiries to Wendy Wolf, Department of Health and Human Services, phone (03) 62307 613, email co-ordinator.resource.team.dhhs.tas.gov.au

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

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## HEALTH AND HUMAN SERVICES

### HUMAN SERVICES

#### *Disability, Child, Youth and Family Services*

#### **Administrative Support Officer (517907).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$41,427 – \$45,142 p.a.

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

Fixed-term casual day work (As and when required) commencing as soon as possible for a period of 12 months.

Location:—Ashley Youth Detention Centre, Deloraine.

**Duties:**—Provide a wide range of administrative and clerical support services in a multi skilled environment to clients, staff and management to ensure efficient and effective service delivery.

**Desirable Requirements:**—Demonstrated ability to work either individually but predominantly as a member of a team in a multi skilled environment subject to work pressures and change. Demonstrated ability to operate in a technological environment. Demonstrated ability to provide an efficient and effective reception service together with good interpersonal communication skills, which include conflict resolution and negotiation skills.

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

Identification check. Disciplinary action in previous employment check.

Enquiries to Julie Hawes, Department of Health and Human Services, phone (03) 6362 2311, email [julie.hawes@dhhs.tas.gov.au](mailto:julie.hawes@dhhs.tas.gov.au)

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

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## HEALTH AND HUMAN SERVICES

### HUMAN SERVICES

#### *Disability, Child, Youth and Family Services*

#### **Child Protection Worker (515885).**

Applications Close:—Friday, 23 October 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:—Children and Family Services, North.

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

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

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

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

Enquiries to Leonie Watson, Department of Health and Human Services, 7250, phone (03) 6336 2376, email [leonie.watson@dhhs.tas.gov.au](mailto:leonie.watson@dhhs.tas.gov.au)

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

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## HEALTH AND HUMAN SERVICES

## HUMAN SERVICES

*Disability, Child, Youth and Family Services***Child Protection Worker (514226).**

Applications Close:—Friday, 23 October 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. Casual fixed term (as and when required) vacancies for a period of 1 year may also be available.

Location:—Children and Family Services, South West.

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

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

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

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

Enquiries to Rosie Crumpton-Crook, Department of Health and Human Services, phone (03) 6230 7654, email [rosie.crumpton-crook@dhhs.tas.gov.au](mailto:rosie.crumpton-crook@dhhs.tas.gov.au)

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

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## HEALTH AND HUMAN SERVICES

## HUMAN SERVICES

*Disability, Child, Youth and Family Services***Child Protection Worker (516194).**

Applications Close:—Friday, 23 October 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 12 months. Casual fixed term (as and when required) vacancies for a period of 1 year may also be available.

Location:—Children and Family Services, South west.

Duties:—As a member of Child and Family Services the Child Protection Worker is responsible for the safety and well-being of children and young persons.

The Child Protection Worker is responsible for the provision of assessment, advice and referral services, case management services and placements outside the child/young persons home. The role of the Child Protection Worker is to provide professional services in accordance with legislation, practice guidelines, policies and procedures and by applying professional judgment to ensure that services are delivered in the best interest of the child/young person and their family. Desirable Requirements:—An understanding of the social and developmental needs of individuals, children and families and the ability to apply this in a service delivery context and within statutory responsibility. Well-developed written and verbal communication skills, in particular, strong interpersonal and counselling skills and the ability to present confidently in public. A knowledge of the tasks performed in the work area together with a good knowledge of the operations of the agency and other agencies providing a service relevant to the work area or the ability to acquire such knowledge.

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

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

Enquiries to Rosie Crumpton-Crook, Department of Health and Human Services, phone (03) 6230 7654, email [rosie.crumpton-crook@dhhs.tas.gov.au](mailto:rosie.crumpton-crook@dhhs.tas.gov.au)

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

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## HEALTH AND HUMAN SERVICES

## HUMAN SERVICES

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

Applications Close:—Friday, 30 October 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:—Disability Services, North.

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 Australian Association of Occupational Therapists (AAOT); OR A degree or diploma in Applied Science, Speech Pathology, or equivalent and eligibility for membership of the Speech Pathology Australia (SPA).

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

Enquiries to Cecily Lawrance-Harmey, Department of Health and Human Services, phone (03) 6336 4180, email [cecily.lawrance-harmey@dhhs.tas.gov.au](mailto:cecily.lawrance-harmey@dhhs.tas.gov.au)

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

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## HEALTH AND HUMAN SERVICES

### HUMAN SERVICES

#### *Disability, Child, Youth and Family Services*

#### **Professional Officer, Psychologist (515593).**

Applications Close:—Friday, 30 October 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:—Disability Services, North West.

**Duties:**—Advise and work with carers and people who have challenging behaviours, multiple disabilities, communication disorders, significant social and legal needs who are vulnerable to exploitation and abuse and are unable to gain access to generic services. Plan, develop, implement, monitor, reviews and co-ordinate critical services and innovative client programmes within the specialist area. Provide specialist Psychological consultancy services on complex issues for carers, service providers, the wider community and peers within the same profession throughout the state. Identify needs, develop, conduct and review education programmes for carers, service providers, educational institutions and the wider community. Initiate and develop professional and policy advice on services and related issues to senior and corporate management. Initiate, plan and

undertake research including designing, conducting, analysing and interpreting results. Supervise Psychology students and assigned staff.

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

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

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

Enquiries to Kristen Webb, Department of Health and Human Services, phone (03) 6434 4103, email [kristen.webb@dhhs.tas.gov.au](mailto: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, Tasmania, 7001.

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## HEALTH AND HUMAN SERVICES

### HUMAN SERVICES

#### *Disability, Child, Youth and Family Services*

#### **Team Leader Case Management (517684).**

Applications Close:—Friday, 23 October 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:—Children and Family Services, North West.

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

**Desirable Requirements:**—Significant post graduate experience in a relevant field. A demonstrated ability to provide supervision, leadership and direction to field staff. A high level of knowledge and understanding of current statutory requirements and Departmental procedures or the ability to acquire such knowledge. Demonstrated management skills including the ability to manage human, financial and physical resources and to monitor effectiveness and efficiency of service delivery.

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

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

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

Enquiries to Selina McGuire, Department of Health and Human Services, phone (03) 6434 7202, email selina.mcguire@dhhs.tas.gov.au

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## HEALTH AND HUMAN SERVICES

### HUMAN SERVICES

#### *Disability, Child, Youth and Family Services*

#### **Youth Justice Worker Casual Pool (516266).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$45,535 – \$73,058 p.a.

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

Fixed-term casual day work (as and when required commencing 16 November for a period of 12 months).

Location:—Youth Justice, North.

Duties:—As part of a restorative justice practice framework and subject to the statutory provisions of the Youth Justice Act 1997 assess the complex risks and rehabilitative needs of young people referred by the police and the courts, participate in youth diversionary programmes and case manage a caseload of identified clients on legal orders. Be responsible for the development and presentation of professional, accurate and objective reports, service co-ordination plans and information to the court and other statutory organisations. Be responsible for the provision of a high standard of assessment, rehabilitative intervention, utilising professional skills, including counselling professional standards and legally required confidentiality.

Desirable Requirements:—Demonstrated ability to work within a legislative framework, together with a good knowledge and understanding of the Youth Justice Act 1997 or the ability to acquire the same. Demonstrated high standard of communication skills, in particular strong interpersonal, conflict resolution, counselling and group work skills together with the ability to present confidently in public with groups and stakeholders. Demonstrated knowledge of and ability to work within restorative justice and community capacity building principles or the ability to acquire the same.

Essential Requirements:—Satisfactory completion of an appropriate course of study from a recognised tertiary institution. 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 in the following areas: crimes of violence; sex related offences; serious drug offences; and crimes involving dishonesty. Identification check. Disciplinary action in previous employment check.

Enquiries to Jane Douglas, Department of Health and Human Services, phone (03) 6336 2751, email jane.douglas@dhhs.tas.gov.au

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

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## HEALTH AND HUMAN SERVICES

### HUMAN SERVICES

#### *Housing Tasmania*

#### **Access and Support Planning Officer (517084).**

Applications Close:—Friday, 30 October 2009.

Salary:—\$51,579 – \$60,746 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 4.

Permanent full-time day work.

Location:—Housing Tasmania, North West.

Duties:—Ensure client access to appropriate housing services and assist in the management of tenancies at risk in accordance with Housing Tasmania's service delivery policies, principles and standards.

Desirable Requirements:—Demonstrated analytical skills and experience in interpreting requirements and procedures and applying problem solving skills to make well-informed decisions and recommendations to match services to clients needs. Well developed interpersonal skills, including written and verbal communication skills, and the ability to develop and maintain relationships with a range of stakeholders to facilitate and negotiate early intervention and support planning for clients, and to prepare high level reports. Demonstrated understanding of the social housing system, including products and services provided by Housing Tasmania, other service providers and referral options. Note: An information night will be held on Tuesday 20 October starting at 6pm at Housing Tasmania 1/46 Mount St Burnie to provide more information on the position, Housing Tasmania and how to apply for this job".

Enquiries to Sally Pugsley, Department of Health and Human Services, phone (03) 6434 6288, email sally.pugsley@dhhs.tas.gov.au

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

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## HEALTH AND HUMAN SERVICES

### NORTH WEST AREA HEALTH SERVICE

#### *Mersey Community Hospital*

#### **Clinical Nurse (514611).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$62,802 – \$67,183 p.a.

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

Permanent part-time shift work, working 60 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Operating Theatre.

Duties:—In consultation with the NUM undertakes the management and delivery of quality patient care, through efficient and effective utilisation of human and material resources in conjunction with other members of the health care team in the perioperative suite.

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

Enquiries to Grace Kamphuis, Department of Health and Human Services, phone (03) 64265206, email grace.kamphuis@dhhs.tas.gov.au

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

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#### HEALTH AND HUMAN SERVICES

##### NORTH WEST AREA HEALTH SERVICE

###### *Mersey Community Hospital*

#### **Enrolled Nurse (518645).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$46,204 – \$48,420 pro rata.

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

Permanent part-time shift work (fully rotational), working 59 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Operating Theatre.

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

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

Enquiries to Grace Kamphuis, Department of Health and Human Services, phone (03) 64265206, email [grace.kamphuis@dhhs.tas.gov.au](mailto:grace.kamphuis@dhhs.tas.gov.au)

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

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#### HEALTH AND HUMAN SERVICES

##### NORTH WEST AREA HEALTH SERVICE

###### *Mersey Community Hospital*

#### **Registered Nurse (514602).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$47,472 – \$62,348 p.a.

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

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

Location:—Operating Theatre.

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

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

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

Enquiries to Grace Kamphuis, Department of Health and Human Services, phone (03) 64265206, email [grace.kamphuis@dhhs.tas.gov.au](mailto:grace.kamphuis@dhhs.tas.gov.au)

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

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#### HEALTH AND HUMAN SERVICES

##### NORTH WEST AREA HEALTH SERVICE

###### *North West Regional Hospital*

#### **Registered Nurse (502252).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$47,472 – \$62,348 p.a.

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

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

Location:—Surgical Department, NWRH.

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

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

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

Enquiries to Lisa Howard, Department of Health and Human Services, phone (03) 64306550, email [lisa.howard@dhhs.tas.gov.au](mailto:lisa.howard@dhhs.tas.gov.au)

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

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#### HEALTH AND HUMAN SERVICES

##### NORTHERN AREA HEALTH SERVICE

#### **Executive Assistant, Capital Works (519021).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$46,801 – \$50,944 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 3.

Fixed-term full-time day work. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Launceston General Hospital.

Duties:—This job provides a comprehensive executive and administrative support to the Director of Capital Works and the Capital Works Unit undertaking a diverse range of project activities and administratively supporting all projects within the unit. The job works collaboratively with the Director of Capital Works, Business Manager, Project Manager and Project officers, various stakeholder groups and contractors to liaise

and support the Capital Works Unit requirements and assist with the organisation and administration of relevant issues within the project team.

**Desirable Requirements:**—Ability to work under pressure in a constantly changing environment, demonstrated ability to organise, set priorities and meet deadlines together with a capacity to deal with a number of tasks concurrently in a demanding environment. Demonstrated and extensive knowledge of, and experience in, contemporary office management practices including highly developed computer skills and demonstrated experience in Microsoft Office and hospital and agency information systems. Ability to develop co-operative relationships and work effectively as a member of a team and with other units and external stakeholders including the ability to negotiate and liaise with a diversity of internal and external stakeholders in a sensitive and confidential manner.

Enquiries to John Slore, Department of Health and Human Services, phone (03) 63365010, email john.slore@dhhs.tas.gov.au

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

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#### HEALTH AND HUMAN SERVICES

##### NORTHERN AREA HEALTH SERVICE

###### *Primary Health Services North*

#### **Director of Nursing (St Marys) (507406).**

Applications Close:—Friday, 30 October 2009.

Salary:—\$83,605 p.a.

Nurses (TPS) Award, Registered Nurse, Level 5 Grade 1.

Permanent full-time day work.

Location:—St Mary's Community Health Centre.

**Duties:**—Are you seeking to progress your nursing career in a relaxed rural setting with an enviable lifestyle? If so, then a permanent vacancy exists at St Marys which is situated on the East Coast of Tasmania only 15 minutes drive from some of Tasmania's pristine beaches. This position will suit a dedicated, flexible and resourceful health professional who will be expected undertake a leadership role in developing a collaborative working relationship across government and private sectors enabling the provision of an effective balance of care and preventative health services to the St Mary's community. You will also be required to manage a range of community and hospital-based services and demonstrate your commitment to the nursing profession through continued involvement in professional development activities. If you're looking for the opportunity to advance your nursing career, build relationships and networks, then enquire today to find out how you can make a real difference.

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

Enquiries to Sophie Legge, Department of Health and Human Services, phone (03) 6336 4140, email sophie.legge@dhhs.tas.gov.au

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

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#### HEALTH AND HUMAN SERVICES

##### SOUTHERN TASMANIA AREA HEALTH SERVICE

#### **Assistant Director of Nursing Central Coordination Service (518044).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$89,994 p.a.

Nurses (TPS) Award, Registered Nurse, Level 4 Grade 2.

Permanent full-time day work.

Location:—Acute Operations-Central Coordination Services, Royal Hobart Hospital.

**Duties:**—The Royal Hobart Hospital (RHH) is amalgamating Bed Management, Bookings and Admissions, After Hours Management Services, Roster Support Unit and Nurse Staffing Pool into a Central Coordination Service. This service will have an integral role in the effective and safe functioning of the hospital utilizing a hospital-wide approach to patient flow in Tasmania's future health care delivery.

The function of the Central Coordination Service is to: facilitate patient access to services across a 24 hour, 7 day period through effective co-ordination of elective and emergency admissions, bed allocations, augmentation of staffing and discharge processes; ensure the hospital operates effectively and safely out of standard business hours; work in partnership with RHH and external stakeholders to improve patient flow and outcomes across acute and community services; and ensure clinical co-ordination of care across all units to provide a safe quality and efficient service to patients.

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

Enquiries to Ms Julie Viecei, Department of Health and Human Services, phone (03) 6222 6792, email julie.viecei@dhhs.tas.gov.au

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

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#### HEALTH AND HUMAN SERVICES

##### SOUTHERN TASMANIA AREA HEALTH SERVICE

#### **Registered Nurse Undertaking Diploma or Certificate Studies (8 vacancies) (517824).**

Applications Close:—Friday, 30 October 2009.

Salary:—\$47,472 – \$62,348 p.a.

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

Fixed-term part-time shift work (fully rotational). Hours per fortnight will be negotiated with the successful applicants. To commence on 10 January 2010 until 8 January 2011.

Location:—Critical Care Nursing.

**Duties:**—Manage and co-ordinate client care to ensure the delivery of quality, timely and appropriate care in conjunction with other members of the Health Care Team. Show satisfactory progress towards completion of the graduate certificate/diploma.

**Essential Requirements:**—Registration as a nurse with the Nursing Board of Tasmania. Holder of a current practising certificate. Acceptance as a student in the relevant diploma or certificate programme.

Enquiries to Leah Jetson, Department of Health and Human Services, phone (03) 6222 7426, email leah.jetson@dhhs.tas.gov.au

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

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#### HEALTH AND HUMAN SERVICES

##### SOUTHERN TASMANIA AREA HEALTH SERVICE

###### *Primary Health Services South*

#### ***Aged Care Assessment Programme Dementia Quality Consultant (512900).***

Applications Close:—Friday, 30 October 2009.

Salary:—\$72,136 – \$77,219 p.a.

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

Fixed-term part-time day work, working 38 hours per fortnight, commencing as soon as possible for a period of twelve months.

**Location:**—Southern Region with statewide responsibilities.

**Duties:**—In accordance with Agency policies and statutory requirements and the stated goals and objectives of the Tasmanian Aged Care Assessment Programme, provide a specialist dementia assessment consultancy service to the Aged Care Assessment Teams, assisting in the development, implementation, co-ordination and monitoring of quality initiatives within the Aged Care Assessment Programme.

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

Enquiries to Chris Priest, Department of Health and Human Services, phone (03) 6222 7274, email christine.priest@dhhs.tas.gov.au

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

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#### HEALTH AND HUMAN SERVICES

##### SOUTHERN TASMANIA AREA HEALTH SERVICE

###### *Primary Health Services South*

#### ***Registered Nurse (506120).***

Applications Close:—Friday, 30 October 2009.

Salary:—\$47,472 – \$62,348 pro rata.

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

Permanent part-time shift work (fully rotational), working 48 hours per fortnight.

**Location:**—Repatriation Centre, Hobart.

**Duties:**—A vacancy exists for a registered nurse, with a preference for permanent employment, to join our highly motivated Palliative Care Team to provide inpatient care which focuses on enhancing the quality of life for people with a life limiting illness. As part of our multidisciplinary team, you will be required to plan, co-ordinate, implement and evaluate customer focused services for palliative care clients and their families and carers. Opportunities exist for new staff to develop palliative care knowledge and skills through a supportive working environment and through external educational resources. Our 10-bed, purpose built inpatient palliative care unit is situated at the Repatriation Centre in Hobart.

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

Enquiries to Sheila Campbell, Department of Health and Human Services, phone (03) 6220 2400, email sheila.campbell@dhhs.tas.gov.au

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#### HEALTH AND HUMAN SERVICES

##### SOUTHERN TASMANIA AREA HEALTH SERVICE

###### *Royal Hobart Hospital*

#### ***Administrative Assistant (509135).***

Applications Close:—Friday, 23 October 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:**—This position provides reception, administrative and clerical support to the Nurse Education Unit. The role includes support for Nurse Educators and activities associated with programme planning, implementation and evaluation.

**Desirable Requirements:**—A sound knowledge and experience of clerical/reception duties and the ability to undertake the day-to-day running of an office, within an educational environment. Sound knowledge and experience in the utilization of computer applications including an ability to apply initiative and creativity in undertaking desktop publishing and data base activities as well as utilising email and scanning. Demonstrated ability to organise, set priorities and meet set time frames.

Enquiries to Karen Ford, Department of Health and Human Services, phone (03) 6222 8530, email karen.ford@dhhs.tas.gov.au

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

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HEALTH AND HUMAN SERVICES  
SOUTHERN TASMANIA AREA HEALTH SERVICE

*Royal Hobart Hospital*

**Administrative Assistant (519129).**

Applications Close:—Friday, 23 October 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:—To maintain the Building and Engineering Information Management System (BEIMS) database. To provide efficient and effective administrative and clerical support for the Royal Hobart Hospital, Facilities Management and Engineering Services Department.

Desirable Requirements:—Ability to organise and prioritise work flow unsupervised according to demand. Ability to interpret and analyse information and facilitate timely and appropriate action. General knowledge of buildings and services.

Enquiries to Geoff Howard, Department of Health and Human Services, phone (03) 6222 8897, email [geoff.howard@dhhs.tas.gov.au](mailto:geoff.howard@dhhs.tas.gov.au).

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

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HEALTH AND HUMAN SERVICES  
SOUTHERN TASMANIA AREA HEALTH SERVICE

*Royal Hobart Hospital*

**Assistant Director of Nursing (518812).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$89,994 p.a.

Nurses (TPS) Award, Registered Nurse, Level 4 Grade 2.

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Duties:—Within a tertiary hospital setting and in accordance with Agency policy and legal requirements provide high level leadership and facilitation for Perioperative and Surgical redesign programmes within Clinical Services Surgery at the Royal Hobart Hospital (RHH). Responsible for the development of all project documentation and for leading multidisciplinary groups to implement service improvements, including undertaking research, preparing reports and briefing papers, and providing recommendations to Surgical and Acute Operations Executives. Responsible for the co-ordination and provision of support and education programmes for Perioperative and Surgical redesign programmes, in accordance with organisational policies and professional codes of conduct.

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

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

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

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HEALTH AND HUMAN SERVICES  
SOUTHERN TASMANIA AREA HEALTH SERVICE

*Royal Hobart Hospital*

**Customer Service Officer (508515).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$41,427 – \$45,142 pro rata.

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

Permanent part-time day work working 38 hours per fortnight, from 8.00am to 4.00pm, 5 days per fortnight.

Location:—Royal Hobart Hospital.

Duties:—The position involves input and retrieving of patient information using the hospital's computerised information system in accordance with established system procedures and standards for the capture of patient details and patient activity.

Desirable Requirements:—Primary duties also include receiving and effectively manage all incoming telephone and face to face enquiries, communicating with various hospital staff as required for efficient and effective clerical support for patient care. Prepare, receive, track, maintain and dispatch patient records in accordance with the standards applying to medical record management. Participate in quality improvement activities, including routine audits and the identification of opportunities for clerical system improvement and appropriate documentation and follow up as directed. Maintain and file where necessary, statistical, and administrative records relating to unit activities. Assist in clerical training of new Customer Service Officers as requested. Operate in accordance with occupational health and safety guidelines.

Enquiries to Frances Boyle, Department of Health and Human Services, phone (03) 6222 8448, email [frances.boyle@dhhs.tas.gov.au](mailto:frances.boyle@dhhs.tas.gov.au)

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

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HEALTH AND HUMAN SERVICES  
SOUTHERN TASMANIA AREA HEALTH SERVICE

*Royal Hobart Hospital*

**Physiotherapist (514866).**

Applications Close:—Friday, 23 October 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:—Royal Hobart Hospital.

**Duties:**—To provide Physiotherapy assessments and interventions to patients referred to the Physiotherapy Service and participate in Physiotherapy Department quality improvement activities to ensure safe and effective delivery of patient care.

**Essential Requirements:**—Registered or entitled to be registered as a Physiotherapist in Tasmania in accordance with the Physiotherapists Registration Act 1999.

Enquiries to Paul Shinkfield, Department of Health and Human Services, phone (03) 6222 8326, email paul.shinkfield@dhhs.tas.gov.au

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

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#### HEALTH AND HUMAN SERVICES

##### SOUTHERN TASMANIA AREA HEALTH SERVICE

###### *Royal Hobart Hospital*

#### **Radiation Therapist (514292).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$54,730 – \$71,147 p.a.

Radiation Therapists (Public Sector) Wages Agreement 2004, Radiation Therapist, Level P01.

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

**Duties:**—Carry out the planning and treatment of patients with X-rays, electrons or radiation from sealed sources as prescribed by a Radiation Oncologist and undertake associated duties including patient care, general and technical administration.

**Essential Requirements:**—Entitled to be granted registration as a Radiation Therapist by the Medical Radiation Science Professionals Registration Board of Tasmania.

Enquiries to Marianne Hercus, Department of Health and Human Services, phone (03) 6222 8616, email marianne.hercus@dhhs.tas.gov.au

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#### HEALTH AND HUMAN SERVICES

##### SOUTHERN TASMANIA AREA HEALTH SERVICE

###### *Royal Hobart Hospital*

#### **Registered Nurse, Introduction to Critical Care Course (6 vacancies) (517824).**

Applications Close:—Friday, 30 October 2009.

Salary:—\$47,472 – \$62,348 p.a.

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

Fixed-term part-time shift work (fully rotational). Hours per fortnight will be negotiated with the successful applicants. To commence 14 February 2010 until 14 August 2010.

Location:—Critical Care Nursing.

**Duties:**—Do you want a new challenge in your career?

Introduction to Critical Care Nursing Programme.

The Royal Hobart Hospital is conducting the above 6 month programme. Positions are available for nurses interested in

undertaking this programme with excellent opportunities following the programme for career advancement within the Critical Care environment.

The programme aims to:

Increase participant's knowledge and skills in the nursing care of patients within the Critical Care setting.

Facilitate the early detection of potential problems and prompt appropriate intervention by nursing staff caring for them.

Facilitate and encourage developing a career in this specialised area of nursing care.

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

Enquiries to Anita Booker, Department of Health and Human Services, phone (03) 6222 8260, email anita.booker@dhhs.tas.gov.au

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

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#### HEALTH AND HUMAN SERVICES

##### SOUTHERN TASMANIA AREA HEALTH SERVICE

###### *Royal Hobart Hospital*

#### **Registered Nurse, Midwife (509812).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$47,472 – \$62,348 p.a.

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

Permanent full-time shift work (fully rotational), part-time hours may be considered.

Location:—Royal Hobart Hospital.

**Duties:**—Must have Midwifery Certificate.

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

Enquiries to Becky French, Department of Health and Human Services, phone (03) 6222 8299, email matgynae@dhhs.tas.gov.au

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

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#### HEALTH AND HUMAN SERVICES

##### SOUTHERN TASMANIA AREA HEALTH SERVICE

###### *Royal Hobart Hospital*

#### **Senior Tradesperson (Electrical) (519118).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$51,579 – \$60,746 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 4.

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

**Duties:**—Supervise and co-ordinate Electrical Trades and Operational Staff to ensure effective and efficient services are provided. Coordinate Electrical trade services including

maintenance of specialised equipment, the reliability of all electrical equipment and services, high voltage and low voltage supply systems, control systems, specialised health facility systems, emergency power and lighting systems in accordance with statutory requirements, and support a preventative maintenance schedule for equipment as required within a major health care facility. Ensure all Plant and Equipment under the control of this position is maintained in accordance with mandatory or statutory or local requirements.

Essential Requirements:—Relevant Trades Qualification.

Enquiries to Geoff Howard, Department of Health and Human Services, phone (03) 622 8897, email [geoff.howard@dhhs.tas.gov.au](mailto:geoff.howard@dhhs.tas.gov.au)

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

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#### HEALTH AND HUMAN SERVICES

##### SOUTHERN TASMANIA AREA HEALTH SERVICE

###### *Royal Hobart Hospital*

#### **Senior Tradesperson (Mechanical) (519115).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$51,579 – \$60,746 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 4.

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Duties:—Supervise and co-ordinate Plumbing Trades and Operational Staff to ensure effective and efficient services are provided. Manage and co-ordinate trade services including steam reticulation, refrigeration, airconditioning, sanitizers, construction and maintenance of specialised equipment, and support a preventative maintenance schedule for mechanical equipment in accordance with statutory requirements as required within a major health care facility. Ensure all Plant and Equipment under the control of this position is maintained in accordance with mandatory or statutory or local requirements.

Essential Requirements:—Relevant Trades Qualification.

Enquiries to Geoff Howard, Department of Health and Human Services, phone (03) 6222 8897, email [geoff.howard@dhhs.tas.gov.au](mailto:geoff.howard@dhhs.tas.gov.au)

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#### HEALTH AND HUMAN SERVICES

##### SOUTHERN TASMANIA AREA HEALTH SERVICE

###### *Royal Hobart Hospital*

#### **Senior Tradesperson (Plumber) (519112).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$51,579 – \$60,746 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 4.

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Duties:—Supervise and co-ordinate Plumbing Trades and Operational Staff to ensure effective and efficient services are provided. Manage and co-ordinate trade services including medical gases, storm water, sewerage systems, sanitizers, LP gas, hot and cold water reticulation, construction and maintenance of specialised equipment, and support a preventative maintenance schedule for hydraulic infrastructure and equipment in accordance with statutory requirements as required within a major health care facility. Ensure all Plant and Equipment under the control of this position is maintained in accordance with mandatory or statutory or local requirements.

Essential Requirements:—A relevant trades qualification.

Enquiries to Geoff Howard, Department of Health and Human Services, phone (03) 6222 8897, email [geoff.howard@dhhs.tas.gov.au](mailto:geoff.howard@dhhs.tas.gov.au)

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#### HEALTH AND HUMAN SERVICES

##### SOUTHERN TASMANIA AREA HEALTH SERVICE

###### *Royal Hobart Hospital*

#### **Service Support Officer (517141).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$46,801 – \$50,944 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 3.

Fixed-term part-time working 30.4 hours per fortnight (every Tuesday and Friday), commencing as soon as possible until 24 November 2011.

Location:—Royal Hobart Hospital.

Duties:—Provide high-level business, secretarial and administrative support for the Medical Specialists in General Medicine, Gastroenterology and Rheumatology including the management of clinical/financial/administrative information. Manage the day to day running of the Service's office and ensure the efficient flow of information and correspondence relating to the activities of the Services. Co-ordinate a wide range of administrative services within the Services. Undertake specific projects as required.

Desirable Requirements:—A good understanding of Research and data collection or the ability and willingness to attain. Demonstrated ability to organize self, set priorities and meet deadlines together with a demonstrated capacity to handle a number of tasks concurrently in a demanding environment. High-level written and verbal communication skills including the ability to negotiate and liaise with a wide range of internal and external clients in a sensitive and confidential manner.

Enquiries to Katie Plimpton, Department of Health and Human Services, phone (03) 6222 7190, email [katie.plimpton@dhhs.tas.gov.au](mailto:katie.plimpton@dhhs.tas.gov.au)

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

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HEALTH AND HUMAN SERVICES  
SOUTHERN TASMANIA AREA HEALTH SERVICE

*Royal Hobart Hospital.*

***Social Worker, Emergency Multidisciplinary Assessment Team (EMAT) Weekends (519048).***

Applications Close:—Friday, 23 October 2009.

Salary:—\$69,974 – \$80,262 pro rata.

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

Fixed-term part-time day work, working up to 26 hours (weekends).

Location:—Royal Hobart Hospital.

Duties:—In association with other members of the EMAT team and in support of Emergency Department (ED) staff: Provide comprehensive social work services to patients presenting to ED during weekends and public holidays who meet the criteria for EMAT screening (all patients over 65 who present to ED and patients under 65 who present with complex needs).

Apply high level social work skills and knowledge in the assessment and management of these patients in order to achieve: Timely and safe discharges which ensure that patients receive appropriate treatment, equipment and home modifications and/or community support following discharge. Effective handovers to weekday staff for those patients admitted to units within RHH. Development of EMAT services through planning, evidence based practice, quality improvement and research activities and field work placements for undergraduate students.

Essential Requirements:—Degree in Social Work giving eligibility for membership of Australian Association of Social Workers.

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

Enquiries to Ian Nethery, Department of Health and Human Services, phone (03) 622024, email [ian.nethery@dhhs.tas.gov.au](mailto:ian.nethery@dhhs.tas.gov.au)

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HEALTH AND HUMAN SERVICES  
SOUTHERN TASMANIA AREA HEALTH SERVICE

*Royal Hobart Hospital*

***Team Leader Biomedical Engineering (519121).***

Applications Close:—Friday, 23 October 2009.

Salary:—\$66,862 – \$79,193 p.a.

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

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hosp Liverpool St.

Duties:—To provide a team leadership approach to managing and co-ordinating resources and activities of the Royal Hobart Hospital Biomedical Engineering Section to provide timely, quality and efficient Biomedical and Clinical Engineering

service to the Royal Hobart Hospital and satellite sites in the Southern Tasmanian Area Health Region. Provide complex technical support and advice in relation to a range of medical equipment and instrumentation and undertake other technical activities as required.

Essential Requirements:—Diploma or Advanced Diploma in Electronic or Electrical Engineering from a recognised TAFE institution or an equivalent qualification, appropriate to the nature of the work.

Enquiries to Geoff Howard, Department of Health and Human Services, phone (03) 6222 8897, email [geoff.howard@dhhs.tas.gov.au](mailto:geoff.howard@dhhs.tas.gov.au)

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

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HEALTH AND HUMAN SERVICES  
SOUTHERN TASMANIA AREA HEALTH SERVICE

*Royal Hobart Hospital*

***Trade Assistant (Carpenter/Joiner) (519127).***

Applications Close:—Friday, 23 October 2009.

Salary:—\$36,748 – \$40,884 p.a.

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

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—Be an effective member of the Facilities Management and Engineering Department team which is responsible for the provision of Building and Engineering services within the Southern Tasmanian Area Health Service.

Desirable Requirements:—Demonstrate sound experience in and knowledge of Trade Assistant's skills (in one or more trade areas) found within work environments similar to that of the Hospital. Demonstrate an ability to interact and communicate effectively with staff from all levels of various organisations. Demonstrated ability to produce an effective work output and exercise independent judgement.

Enquiries to Geoff Howard, Department of Health and Human Services, phone (03) 6222 8897, email [geoff.howard@dhhs.tas.gov.au](mailto:geoff.howard@dhhs.tas.gov.au)

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HEALTH AND HUMAN SERVICES  
SOUTHERN TASMANIA AREA HEALTH SERVICE

*Royal Hobart Hospital*

***Trade Assistant (Electrical) (519125).***

Applications Close:—Friday, 23 October 2009.

Salary:—\$36,748 – \$40,884 p.a.

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

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—Be an effective member of the team responsible for the provision of Building and Engineering services within the Department's responsibility area.

Desirable Requirements:—Demonstrate sound experience in and knowledge of Trade Assistant's skills (in one or more trade areas) found within work environments similar to that of the Hospital. Demonstrate an ability to interact and communicate effectively with staff from all levels of various organisations. Demonstrated ability to produce an effective work output and exercise independent judgement.

Enquiries to Geoff Howard, Department of Health and Human Services, phone (03) 6222 8897, email [geoff.howard@dhhs.tas.gov.au](mailto:geoff.howard@dhhs.tas.gov.au)

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#### HEALTH AND HUMAN SERVICES

##### SOUTHERN TASMANIA AREA HEALTH SERVICE

###### *Royal Hobart Hospital*

#### **Trade Assistant (Mechanical) (519124).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$36,748 – \$40,884 p.a.

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

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Duties:—Be an effective member of the team responsible for the provision of Building and Engineering services within the Department's responsibility area.

Desirable Requirements:—Demonstrate sound experience in and knowledge of Trade Assistant's skills (in one or more trade areas) found within work environments similar to that of the Hospital. Demonstrate an ability to interact and communicate effectively with staff from all levels of various organisations. Demonstrated ability to produce an effective work output and exercise independent judgement.

Enquiries to Geoff Howard, Department of Health and Human Services, phone (03) 6222 8897, email [geoff.howard@dhhs.tas.gov.au](mailto:geoff.howard@dhhs.tas.gov.au)

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#### HEALTH AND HUMAN SERVICES

##### SOUTHERN TASMANIA AREA HEALTH SERVICE

###### *Royal Hobart Hospital*

#### **Trade Assistant (Plumbing) (519128).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$36,748 – \$40,884 p.a.

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

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—Be an effective member of the team responsible for the provision of Building and Engineering services within the Department's responsibility area.

Desirable Requirements:—Demonstrate sound experience in and knowledge of Trade Assistant's skills (in one or more trade areas) found within work environments similar to that of the Hospital. Demonstrate an ability to interact and communicate effectively with staff from all levels of various organisations. Demonstrated ability to produce an effective work output and exercise independent judgement.

Enquiries to Geoff Howard, Department of Health and Human Services, phone (03) 6222 8897, email [geoff.howard@dhhs.tas.gov.au](mailto:geoff.howard@dhhs.tas.gov.au)

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#### HEALTH AND HUMAN SERVICES

##### SOUTHERN TASMANIA AREA HEALTH SERVICE

###### *Royal Hobart Hospital*

#### **Tradesperson (Carpenter/Joiner)—2 Vacancies.**

Applications Close:—Friday, 23 October 2009.

Salary:—\$46,801 – \$50,944 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 3.

Vacancy No. 519110.

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Vacancy No. 519111.

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Duties:—Employ an independent approach and a high degree of initiative in carrying out construction, maintenance and repair work required on all Hospital buildings to appropriate standards to ensure the safety of public, staff and patients.

Essential Requirements:—Relevant Trades Qualification.

Enquiries to Geoff Howard, Department of Health and Human Services, phone (03) 6222 8897, email [geoff.howard@dhhs.tas.gov.au](mailto:geoff.howard@dhhs.tas.gov.au)

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#### HEALTH AND HUMAN SERVICES

##### SOUTHERN TASMANIA AREA HEALTH SERVICE

###### *Royal Hobart Hospital*

#### **Tradesperson (Electrical)—2 Vacancies.**

Applications Close:—Friday, 23 October 2009.

Salary:—\$46,801 – \$50,944 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 3.

Vacancy No. 519119.

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Vacancy No. 519120.

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Duties:—Be an effective member of the Facilities Management and Engineering Services Team, responsible for the repair, installation, commissioning, and testing of all Electrical trade related plant, equipment, services, and facilities within the Department's responsibility area.

Essential Requirements:—Relevant Trades Qualification.

Enquiries to Geoff Howard, Department of Health and Human Services, phone (03) 6222 8897, email [geoff.howard@dhhs.tas.gov.au](mailto:geoff.howard@dhhs.tas.gov.au)

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#### HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

*Royal Hobart Hospital*

#### **Tradesperson (Mechanical) (519116).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$46,801 – \$50,944 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 3.

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Duties:—Be an effective member of the Building and Engineering Team, responsible for the repair and installation of Engineering -Mechanical trade related plant, equipment, services, and facilities within the Department's responsibility area.

Essential Requirements:—Relevant Trades Qualification.

Enquiries to Geoff Howard, Department of Health and Human Services, phone (03) 6222 8897, email [geoff.howard@dhhs.tas.gov.au](mailto:geoff.howard@dhhs.tas.gov.au)

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#### HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

*Royal Hobart Hospital*

#### **Tradesperson (Painter and Decorator)—2 Vacancies.**

Applications Close:—Friday, 23 October 2009.

Salary:—\$46,801 – \$50,944 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 3.

Vacancy No. 519108.

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Vacancy No. 519109.

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Duties:—Be an effective member of the Facilities

Management and Engineering Department, responsible for the maintenance and minor works painting of plant and buildings within the Southern Tasmanian Area Health Service.

Essential Requirements:—Relevant Trades Qualification.

Enquiries to Geoff Howard, Department of Health and Human Services, phone (03) 6222 8897, email [geoff.howard@dhhs.tas.gov.au](mailto:geoff.howard@dhhs.tas.gov.au)

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#### HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

*Royal Hobart Hospital*

#### **Tradesperson (Plumber)—2 Vacancies.**

Applications Close:—Friday, 23 October 2009.

Salary:—\$46,801 – \$50,944 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 3.

Vacancy No. 519113.

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Vacancy No. 519114.

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Duties:—Be an effective member of the Facilities Management and Engineering Services Team, responsible for the repair and installation of all plumbing trade related plant, equipment, services, and facilities within the Department's responsibility area.

Essential Requirements:—Relevant Trades Qualification.

Enquiries to Geoff Howard, Department of Health and Human Services, phone (03) 6222 8897, email [geoff.howard@dhhs.tas.gov.au](mailto:geoff.howard@dhhs.tas.gov.au)

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#### HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

*Forensic Mental Health Services*

*Wilfred Lopes Centre*

#### **Care Assistant—2 Vacancies.**

Applications Close:—Friday, 30 October 2009.

Salary:—\$36,748 – \$40,884 p.a.

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

Vacancy No. 515989.

Permanent full-time shift work (fully rotational).

Location:—Wilfred Lopes Centre, Risdon.

Vacancy No. 515994.

Permanent full-time shift work (fully rotational).

Location:—Wilfred Lopes Centre, Risdon.

**Duties:**—Two vacancies exist within the Wilfred Lopes Centre for Forensic Mental Health Services. Successful applicants will be situated within a secure mental health hospital and working with patients with challenging behaviours.

**Desirable Requirements:**—Demonstrated capacity to work with people with mental illness and acquire an understanding of patient rehabilitation needs including, an understanding of client centred practices and the need to establish an environment of support.

Demonstrated understanding of the principles of maintaining appropriate therapeutic relationships with patients.

Physical capacity to undertake patient behaviour management; including control and restraint, in line with authorised practices of the Wilfred Lopes Centre and Agency 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 in the following areas: crimes of violence; sex related offences; serious drug offences; and crimes involving dishonesty. Identification check. Disciplinary action in previous employment check.

Enquiries to Ros Goss, Department of Health and Human Services, phone (03) 6216 8001, email [ros.goss@dhhs.tas.gov.au](mailto:ros.goss@dhhs.tas.gov.au)

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

Better health and quality of life around Tasmania. Visit us at [www.dhhs.tas.gov.au](http://www.dhhs.tas.gov.au)

#### HEALTH AND HUMAN SERVICES

##### STATEWIDE AND MENTAL HEALTH SERVICES

###### *Forensic Mental Health Services*

###### Wilfred Lopes Centre

#### **Registered Nurse—2 Vacancies.**

Applications Close:—Friday, 30 October 2009.

Salary:—\$47,472 – \$62,348 p.a.

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

Vacancy No. 515427.

Permanent full-time shift work (full rotational).

Location:—Wilfred Lopes Centre, Risdon.

Vacancy No. 515421.

Permanent full-time shift work (full rotational).

Location:—Wilfred Lopes Centre, Risdon.

**Duties:**—Are you looking for a challenge in the field of forensic mental health? Then you may be just the person to join our dynamic nursing team at the Wilfred Lopes Centre for Forensic Mental Health in Hobart, Tasmania. These positions attract a 6.5% Correctional Health Services Allowance and under current taxation law have access to salary packaging.

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

Enquiries to Susan Styles, Department of Health and Human Services, phone (03) 6216 8001, email [susan.styles@dhhs.tas.gov.au](mailto:susan.styles@dhhs.tas.gov.au)

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

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#### HEALTH AND HUMAN SERVICES

##### STATEWIDE AND MENTAL HEALTH SERVICES

###### *Mental Health Services North West*

#### **Consultant Psychiatrist (503108).**

Applications Close:—Friday, 23 October 2009.

Salary:—To be negotiated.

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

Fixed-term full-time day work (with oncall) for a period of up to 5 years.

Location:—North West Regional Hospital.

**Duties:**—As part of a multidisciplinary mental health service delivering high quality mental health care and, in accordance with Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Psychiatrist will provide a comprehensive adult community and inpatient psychiatric service in the Northern Region of Tasmania. Act as a consultant to mental health professionals and health service providers including general practitioners and other agencies with regard to the assessment and management of individuals with mental health disorders. Undertake supervisory responsibilities with Psychiatric Registrars and other medical staff as required/appropriate.

**Essential Requirements:**—A medical practitioner who is registered under the provisions of the Medical Practitioners Registration Act 1996, who holds a qualification recognised as a specialist medical qualification in accordance with the provisions of the Commonwealth/State Agreement on Mutual Recognition and who has had at least 12 year's experience in the speciality subsequent to the gaining of the specialist qualification.

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

Enquiries to Amanda Pearce, Department of Health and Human Services, phone (03) 6434 4070, email [amanda.pearce@dhhs.tas.gov.au](mailto:amanda.pearce@dhhs.tas.gov.au)

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

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HEALTH AND HUMAN SERVICES  
STATEWIDE AND MENTAL HEALTH SERVICES

*Mental Health Services North West*

**Senior Social Worker (515229).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$80,262 – \$88,771 p.a.

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

Permanent full-time daywork.

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

Duties:—Assist the Principal Social Worker to ensure the quality of clinical social work services in the Child and Adolescent Mental Health Service through the implementation of the model of professional accountability and supervision and participation.

Essential Requirements:—Degree in Social Work giving eligibility for membership in the Australian Association for Social Workers. 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 in the following areas: crimes of violence; sex related offences; serious drug offences; and crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Sue Nesham, Department of Health and Human Services, phone (03) 6434 7280, email [sue.nesham@dhhs.tas.gov.au](mailto:sue.nesham@dhhs.tas.gov.au)

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

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HEALTH AND HUMAN SERVICES  
STRATEGY, PLANNING AND PERFORMANCE

*Aged Care and Rehabilitation*

**Senior Consultant Community and Aged Care (519042).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$80,233 – \$85,737 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Would you like to work in a challenging area developing policy and systems to meet future needs? With your excellent communication skills you will be able to deal with complex and often conflicting situations with the flexibility to adapt to new circumstances positively. You will undertake research, analysis and provide high level advice in relation to HACC and ACAP Programme Business Planning, Reporting and Administration, National Programme Development, Community Care Reform Common Arrangements, Planning and development of service models for community care services and Population ageing.

Desirable Requirements:—Extensive knowledge and understanding of the current issues impacting on the health and human services industry with a particular knowledge of the issues affecting Tasmania in the areas of community and aged

care. Demonstrated sound knowledge and understanding of the Commonwealth/State relations in health and human services. Proven high levels of adaptability and flexibility including an ability to deal with pressure, ambiguity and change, to modify approach and to adapt to new situations.

Enquiries to Janet Carty, Department of Health and Human Services, phone (03) 6233 8514, email [janet.carty@dhhs.tas.gov.au](mailto:janet.carty@dhhs.tas.gov.au)

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

Better health and quality of life around Tasmania. Visit us at [www.dhhs.tas.gov.au](http://www.dhhs.tas.gov.au)

JUSTICE

**Counsellor (356171).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$47,437 – \$63,838 p.a.

Tasmanian State Service Award, Professional Stream, Band 1.

Fixed-term full-time 73.5 hours per fortnight for a period of 2 years (participation in a 24 hour call line will be required).

Location:—Launceston.

Duties:—Assist victims of crime by providing face to face and telephone counselling and support services, provision of assessment and case planning services, providing information about court systems and liaising with other service providers to co-ordinate client support services.

Essential Requirements:—A graduate qualification relevant to the professional duties to be undertaken is required, as provided by a recognised university.

A current motor vehicle 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 checks in the following; Arson and fire setting; Violent crimes and crimes against the person; Sex-related offences; Drug and alcohol related offences; Crimes involving dishonesty; Crimes involving deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order or relating to the Administration of Law and Justice; Crimes against Executive or the Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Enquiries to Debra Rabe, Manager Victims Support Services, Department of Justice, phone (03) 6233 5007, email [debra.rabe@justice.tas.gov.au](mailto:debra.rabe@justice.tas.gov.au)

Applications to Susan Johnson, Human Resources, Department of Justice, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6233 2528, fax (03) 6233 3254, email [applications@justice.tas.gov.au](mailto:applications@justice.tas.gov.au)

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Jenny Powell on (03) 6233 5002.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application is one attachment in either Microsoft Word format or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

Ensure that your application is received by the actual closing date and time. Late applications will not be accepted.

## JUSTICE

## TASMANIA PRISON SERVICE

*Offender Services***Assessment and Case Planning Officer (354852).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$47,437 – \$63,838 p.a.

Tasmanian State Service Award, Professional Stream, Band 1.

Permanent full-time 73.5 hours per fortnight.

Location:—Risdon Prison.

Duties:—Provide evidence based criminogenic assessment for offenders identified as suitable for a co-ordinated intervention. Discuss with inmates the results of assessment and formulate sentence goals. Develop comprehensive case plans and make referrals and or recommendations in line with individual case plan.

Essential Requirements:—A graduate qualification relevant to the professional duties to be undertaken is required, as provided by a recognised university.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: Conviction checks in the following; Arson and fire setting; Violent crimes and crimes against the person; Sex-related offences; Drug and alcohol related offences; Crimes involving dishonesty; Crimes involving deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order or relating to the Administration of Law and Justice; Crimes against Executive or the Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Additional Information:—Shortlisted applicants will be required to undergo a psychological assessment prior to the interview being conducted. More information on the assessment process is available by downloading the 'Recruitment of Integrated Offender Management Staff Policy' from the job kit available on the jobs website.

Enquiries to Denise Leonard, Team Leader Case Coordination, Tasmania Prison Service, Department of Justice, phone (03) 6216 8203, email [denise.leonard@justice.tas.gov.au](mailto:denise.leonard@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](mailto:applications@justice.tas.gov.au)

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Catherine Woolley on (03) 6216 8048.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application is one attachment in either Microsoft Word format or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

Ensure that your application is received by the actual closing date and time. Late applications will not be accepted.

## JUSTICE

## VICTIMS SUPPORT SERVICES

**Counsellor—3 Vacancies.**

Applications Close:—Friday, 23 October 2009.

Salary:—\$47,437 – \$63,838 pro rata.

Tasmanian State Service Award, Professional Stream, Band 1.

Vacancy No. 356173.

Fixed-term part-time 44.10 hours per fortnight for a period of 2 years (participation in a 24 hour call line will be required).

Location:—Burnie.

Vacancy No. 356174.

Fixed-term part-time 44.10 hours per fortnight for a period of 2 years (participation in a 24 hour call line will be required).

Location:—Devonport.

Vacancy No. 356175.

Fixed-term part-time 29.40 hours per fortnight for a period of 2 years (participation in a 24 hour call line will be required).

Location:—Hobart.

Duties:—Assist victims of crime by providing face to face and telephone counselling and support services, provision of assessment and case planning services, providing information about court systems and liaising with other service providers to co-ordinate client support services.

Essential Requirements:—A graduate qualification relevant to the professional duties to be undertaken is required, as provided by a recognised university.

A current motor vehicle 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 checks in the following; Arson and fire setting; Violent crimes and crimes against the person; Sex-related offences; Drug and alcohol related offences; Crimes involving dishonesty; Crimes involving deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order or relating to the Administration of Law and Justice; Crimes against Executive or the Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Enquiries to Debra Rabe, Manager Victims Support Services, Department of Justice, phone (03) 6233 5007, email [debra.rabe@justice.tas.gov.au](mailto:debra.rabe@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](mailto:applications@justice.tas.gov.au)

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Jenny Powell on (03) 6233 5002.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application is one attachment in either Microsoft Word format or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

Ensure that your application is received by the actual closing date and time. Late applications will not be accepted.

## JUSTICE

## VICTIMS SUPPORT SERVICES

**Counsellor—3 Vacancies.**

Applications Close:—Friday, 23 October 2009.

Salary:—\$47,437 – \$63,838 pro rata.

Tasmanian State Service Award, Professional Stream, Band 1.

Vacancy No. 356176.

Fixed-term casual for a period of 2 years (participation in a 24 hour call line will be required).  
Location:—Hobart.

Vacancy No. 356177.

Fixed-term casual for a period of 2 years (participation in a 24 hour call line will be required).  
Location:—Launceston.

Vacancy No. 356178.

Fixed-term casual for a period of 2 years (participation in a 24 hour call line will be required).  
Location:—Burnie/Devonport.

Duties:—Assist victims of crime by providing face to face and telephone counselling and support services, provision of assessment and case planning services, providing information about court systems and liaising with other service providers to co-ordinate client support services.

Essential Requirements:—A graduate qualification relevant to the professional duties to be undertaken is required, as provided by a recognised university.

A current motor vehicle 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 checks in the following; Arson and fire setting; Violent crimes and crimes against the person; Sex-related offences; Drug and alcohol related offences; Crimes involving dishonesty; Crimes involving deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order or relating to the Administration of Law and Justice; Crimes against Executive or the Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Enquiries to Debra Rabe, Manager Victims Support Services, Department of Justice, phone (03) 6233 5007, email [debra.rabe@justice.tas.gov.au](mailto:debra.rabe@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](mailto:applications@justice.tas.gov.au)

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Jenny Powell on (03) 6233 5002.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application is one attachment in either Microsoft Word format or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

Ensure that your application is received by the actual closing date and time. Late applications will not be accepted.

## JUSTICE

### VICTIMS SUPPORT SERVICES

#### **Team Leader, Victims of Crime Service (356172).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$66,761 – \$75,292 pro rata.

Tasmanian State Service Award, Professional Stream, Band 2.

Fixed-term part-time 51.45 hours per fortnight for a period of 2 years (participation in a 24 hour call line will be required).

Location:—Hobart.

Duties:—Provide advice and supervision to Victims of Crime counsellors with a focus on the on-going development of knowledge, competence and professional judgement and adherence to ethics practices and standards.

Essential Requirements:—A graduate qualification relevant to the professional duties to be undertaken is required, as provided by a recognised university.

A current motor vehicle 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 checks in the following; Arson and fire setting; Violent crimes and crimes against the person; Sex-related offences; Drug and alcohol related offences; Crimes involving dishonesty; Crimes involving deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order or relating to the Administration of Law and Justice; Crimes against Executive or the Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Enquiries to Debra Rabe, Manager Victims Support Services, Department of Justice, phone (03) 6233 5007, email [debra.rabe@justice.tas.gov.au](mailto:debra.rabe@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](mailto:applications@justice.tas.gov.au)

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Jenny Powell on (03) 6233 5002.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application is one attachment in either Microsoft Word format or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

Ensure that your application is received by the actual closing date and time. Late applications will not be accepted.

## POLICE AND EMERGENCY MANAGEMENT

### EXECUTIVE SUPPORT

#### *Secretariat and Research Services*

#### **Senior Research Officer (002663).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$67,660 – \$79,920 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent part-time 0.6FTE, Monday, Tuesday, Wednesday neg.

Location:—Hobart.

Duties:—Provide a high level specialist consultancy service on a range of internal and whole of government issues, particularly those associated with crime and traffic information and analysis. Formulate, develop and implement information policies and procedures for the Agency and in conjunction with the National Centre for Crime and Justice Statistics.

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, Crimes involving dishonesty, Serious traffic offences.

Desirable Requirements:—Essential qualifications are not prescribed, however, successful completion of, or progress towards, tertiary qualification and/or participation in development programmes as well as membership of a relevant professional body may be considered advantageous.

Enquiries to Ms Sandra Lovell, Manager, Secretariat and Research Services, Department of Police and Emergency Management, G.P.O. Box 308 HOBART TAS 7001, phone (03) 6230 2461, email [sandra.lovell@police.tas.gov.au](mailto:sandra.lovell@police.tas.gov.au)

Applications to Coordinator, Employment Services, Department of Police and Emergency Management, G.P.O. Box 308 HOBART TAS 7001, phone (03) 6230 2266, fax (03) 6230 2119, email [applications@police.tas.gov.au](mailto:applications@police.tas.gov.au)

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

## POLICE AND EMERGENCY MANAGEMENT

### TASMANIA FIRE SERVICE

#### *Corporate Services*

#### ***Executive Officer Finance (520481T).***

Applications Close:—Monday, 26 October 2009.

Salary:—\$67,668 – \$70,767 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Fixed-term full-time.

Location:—Hobart.

Duties:—To provide specialist financial advice and staff supervision whilst co-ordinating financial reporting, treasury, taxation, and accounts processing functions for Tasmania Fire Service (TFS) management, staff and external stakeholders.

Desirable Requirements:—An appropriate tertiary qualification or progress towards attaining a qualification; Membership of a professional accounting body; Knowledge of Microsoft Office applications; Knowledge of Finance One accounting software.

To be considered for an interview an applicant must address each of the selection criteria outlined in the Statement of Duties. An Application for Employment is to be completed and forwarded with your application. Statement of Duties including selection criteria and Application for Employment form is available from Bruce Ludeke on (03) 6230 8650 or from [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au)

Enquires to Bruce Ludeke on (03) 6230 8650.

Applications to Tasmania Fire Service, G.P.O. Box 1526, Hobart, 7001 or fax (03) 6234 6647 or email [fire@fire.tas.gov.au](mailto:fire@fire.tas.gov.au)

## POLICE AND EMERGENCY MANAGEMENT

### TASMANIA FIRE SERVICE

#### *Southern Region*

#### ***District Officer Southern Region (520025).***

Applications Close:—Monday, 26 October 2009.

Salary:—\$89,025 p.a.

Tasmania Fire Fighting Industry Employees Award 2000, District Officer.

Permanent full-time.

Location:—Southern Region.

Duties:—As a part of the Regional Management Team, contribute to the achievement of regional objectives through

the management of career and volunteer members, and the physical resources within the Region as well as the performance of regional duties allocated by the Regional Chief.

Desirable Requirements:—Post secondary/tertiary qualifications in management or a similar field. A broad range of fire service experience particularly in the areas of district management, training, fire safety, and community education. Current driver's licence.

Essential Requirements:—Tasmanian Fire Fighting Industry Employees Award qualifications (or equivalent) for appointment/promotion to the rank of District Officer, including:.

These qualifications require the acquisition of modules required up to and including Senior Station Officer and evidence of current competence for those modules specified in the Skills Maintenance Training Schedule up to and including Senior Station Officer.

To be considered for an interview an applicant must address each of the selection criteria outlined in the Statement of Duties. An Application for Employment is to be completed and forwarded with your application. Statement of Duties (including selection criteria) and Application for Employment form is available from Ken Burns on (03) 6230 8402 or from [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au)

Enquiries to Ken Burns on telephone (03) 6230 8402 .

Applications to: Tasmania Fire Service, G.P.O. Box 1526, Hobart 7001, fax (03) 6234 6647 or email [fire@fire.tas.gov.au](mailto:fire@fire.tas.gov.au)

## PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

### PARKS AND WILDLIFE SERVICE

#### ***Ranger in Charge (705843).***

Applications Close:—Friday, 23 October 2009.

Salary:—\$63,838 – \$66,761 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Tamar Field Centre, Launceston.

Duties:—Management of field centre operations and resources for the conservation and sustainable use of natural and cultural resources. Manage field centre operations on a day to day basis through effective planning, organising, directing, and controlling the use of resources available, contribute to the development of the Regional business plans and strategic plan as well as develop and implement field centre operational plans and procedures consistent with the Regional business plans and strategies.

Essential Requirements:—A Diploma in Conservation and Land Management or equivalent qualifications deemed appropriate, a minimum of five years experience in reserve management or equivalent experience and a workplace Level 2 First Aid Certificate.

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

Enquiries to Rowena Lundie, Administrative Assistant, for a copy of the Statement of Duties or for more information about the vacancy, phone (03) 6336 5267, email [Rowena.Lundie@parks.tas.gov.au](mailto:Rowena.Lundie@parks.tas.gov.au)

Applications to address the selection criteria as outlined in the Statement of Duties, quote vacancy number and be addressed to, Melissa Chan, Human Resources, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tasmania, 7001, phone (03) 6233 3873, fax (03) 6233 3682, email [applications@dpipwe.tas.gov.au](mailto:applications@dpipwe.tas.gov.au)

## TASMANIAN POLYTECHNIC

## COMMUNICATION AND ORGANISATIONAL LEARNING

**Manager Communication and Marketing (331098).**

Applications Close:—Friday, 23 October 2009.

Salary:—\$87,398 – \$97,572 p.a.

Tasmanian State Service Award, General Stream, Band 8.

Permanent full-time.

Location:—Negotiable.

**Duties:**—To lead the Communication and Marketing team in providing advice and active support with regard to both internal and external communications, marketing and branding, with particular emphasis on creating and implementing an internal and external communication marketing and branding strategy for the Tasmanian Polytechnic. Provide specialist strategic advice in relation to all communication, marketing and branding issues involving the running of an educational organisation.

**Essential Requirements:**—A relevant post-secondary educational qualification. The CEO has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

**Desirable Requirements:**—Experience at a senior management level.

Enquiries to Glenn Smith, Executive Manager, Communication and Organisational Learning, Tasmanian Polytechnic, phone (03) 6336 2918, mobile 0400 110 903, email glenn.smith@polytechnic.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.

## Tasmanian State Services Senior Executives Direct Selections

## HEALTH AND HUMAN SERVICES.

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —.

A. Howard.

to perform the duties of Ambulance Officer (Advance Life Support) 510567, Ambulance Officer (Advanced Life Support).

**Duties:**—

1. Attend to members of the community requiring clinical care and treatment via ambulance services.
2. Deliver an advanced level of pre-hospital clinical care in accordance with accepted procedures and protocols for Ambulance Officers with Advanced Life Support qualifications.
3. Provide relief at outer-urban and Branch stations and required within established guidelines and working in accordance with the appropriate position description for the position being relieved.
4. Complete all relevant documentation with respect to clinical services, training provided and changes to the working environment and equipment.
5. Maintain constant contact with State Communications Centre, in accordance with Tasmanian Ambulance Service policies and protocols.
6. Maintain a prescribed level of knowledge in advanced ambulance care practices, including contemporary skills and knowledge in Advanced Life Support and the correct application of ambulance equipment.
7. Provide feedback and guidance to student ambulance officers and ambulance officers on their clinical performance.
8. Maintain the allocated vehicle and equipment in a state of readiness at all times.
9. Performing other duties as required in accordance with instructions from the Supervisor.
10. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying jobs at this classification level.

**Essential Requirements:**—Evidence of the following must be provided prior to appointment to the job: Certificate of Applied Science (Ambulance Officer) and current accreditation in the Advance Life Support (Advance Life Support) programme, or equivalent qualifications recognised by the Director Tasmanian Ambulance Service. Current drivers licence.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

SHARYN BROWN.

## HEALTH AND HUMAN SERVICES.

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

D.Thomas.

to perform the duties of Ambulance Officer (Advance Life Support) 510623, Ambulance Officer (Advanced Life Support).

**Duties:**—

1. Attend to members of the community requiring clinical care and treatment via ambulance services.
2. Deliver an advanced level of pre-hospital clinical care in accordance with accepted procedures and protocols for Ambulance Officers with Advanced Life Support qualifications.
3. Provide relief at outer-urban and Branch stations and required within established guidelines and working in accordance with the appropriate position description for

the position being relieved.

4. Complete all relevant documentation with respect to clinical services, training provided and changes to the working environment and equipment.
5. Maintain constant contact with State Communications Centre, in accordance with Tasmanian Ambulance Service policies and protocols.
6. Maintain a prescribed level of knowledge in advanced ambulance care practices, including contemporary skills and knowledge in Advanced Life Support and the correct application of ambulance equipment.
7. Provide feedback and guidance to student ambulance officers and ambulance officers on their clinical performance.
8. Maintain the allocated vehicle and equipment in a state of readiness at all times.
9. Performing other duties as required in accordance with instructions from the Supervisor.
10. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying jobs at this classification level.

Essential Requirements:—Evidence of the following must be provided prior to appointment to the job:.

Certificate of Applied Science (Ambulance Officer) and current accreditation in the Advance Life Support (Advance Life Support) programme, or equivalent qualifications recognised by the Director Tasmanian Ambulance Service. Current drivers licence.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

KATIE ROBERTS.

#### HEALTH AND HUMAN SERVICES.

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

J.Purtell.

to perform the duties of Ambulance Officer (Advance Life Support) 512635, Ambulance Officer (Advanced Life Support).

Duties:—

1. Attend to members of the community requiring clinical care and treatment via ambulance services.
2. Deliver an advanced level of pre-hospital clinical care in accordance with accepted procedures and protocols for Ambulance Officers with Advanced Life Support qualifications.
3. Provide relief at outer-urban and Branch stations and required within established guidelines and working in accordance with the appropriate position description for the position being relieved.
4. Complete all relevant documentation with respect to clinical services, training provided and changes to the working environment and equipment.
5. Maintain constant contact with State Communications Centre, in accordance with Tasmanian Ambulance Service policies and protocols.
6. Maintain a prescribed level of knowledge in advanced ambulance care practices, including contemporary skills

and knowledge in Advanced Life Support and the correct application of ambulance equipment.

7. Provide feedback and guidance to student ambulance officers and ambulance officers on their clinical performance.
8. Maintain the allocated vehicle and equipment in a state of readiness at all times.
9. Performing other duties as required in accordance with instructions from the Supervisor.
10. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying jobs at this classification level.

Essential Requirements:—Evidence of the following must be provided prior to appointment to the job:.

Certificate of Applied Science (Ambulance Officer) and current accreditation in the Advance Life Support (Advance Life Support) programme, or equivalent qualifications recognised by the Director Tasmanian Ambulance Service. Current drivers licence.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

KATIE ROBERTS.

#### HEALTH AND HUMAN SERVICES.

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

John Inglis.

to perform the duties of Ambulance Officer (Certificate of Equivalence) 510615, Ambulance Officer (Certificate of Equivalence).

Duties:—Attend to ambulance cases. Deliver pre-hospital clinical care in accordance with accepted procedures and protocol. Complete all relevant documentation. Maintain a prescribed level of knowledge in ambulance care practices and the correct application of ambulance equipment. Carry out their duties in accordance with instructions from the Supervisor (Tactical Operations).

Essential Requirements:—Certificate of Applied Science (Ambulance Officer) or equivalent qualifications recognised by the Director Tasmanian Ambulance Service. Current drivers licence.

Desirable Requirements:—Ability to provide pre-hospital clinical care and transport at the standard determined by the Director. Ability to maintain knowledge and skill levels within an expanding field of expertise. Capacity to undertake clinical practice based training programmes. Well developed interpersonal and communication skills. Ability to work in a variety of physical and organisational environments. Awareness of, and ability to comply with the Workplace Health and Safety Act 1995 and the Service's Workplace Health and Safety Policy and Procedures.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

DAVID ROBERTS.

*Permanent Appointments*

| <i>Agency</i>                 | <i>Duties Assigned</i>                    | <i>Employee</i>  | <i>Probation Period</i> | <i>Date of Effect</i> |
|-------------------------------|---|------------------|-------------------------|-----------------------|
| Health & Human Services       | Enrolled Nurse                            | G. Turley        | 6 months                | 26.10.09              |
| Health & Human Services       | Community Health Nurse                    | L. Bowers-Ingram | 6 months                | 25.09.09              |
| Health & Human Services       | Child Protection Worker                   | G.Evans          | 6 months                | 05.10.09              |
| Health & Human Services       | Dental Officer                            | N. Dobromilsky   | 6 months                | 02.10.09              |
| Health & Human Services       | Orthotic/Prosthetic Technician            | C. Woodbridge    | 6 months                | 25.09.09              |
| Health & Human Services       | Clinical Coordinator-Patient Flow Manager | L Sinclair       | 6 months                | 14.09.09              |
| Health & Human Services       | Child Protection Worker                   | E.Williams       | 6 months                | 12.10.09              |
| Health & Human Services       | Clinical Nurse                            | R Squires        | 6 months                | 05.09.09              |
| Health & Human Services       | Child Protection Worker                   | E.Cosgrove       | 6 months                | 12.10.09              |
| Health & Human Services       | Diversional Therapy Assistant             | K. Wicks         | 6 months                | 07.10.09              |
| Justice                       | Administrative Assistant                  | J. McClung       | 6 months                | 12.10.09              |
| Police & Emergency Management | Senior Technical Specialist (AVL)         | T. Pedersen      | 6 Months                | 02.11.09              |
| Treasury & Finance            | Senior Policy Analyst                     | S. Bronstein     | 6 months                | 26.10.09              |
| Public Trustee                | Legal Practitioner                        | T. Levis         | 6 months                | 01.10.09              |
| Tasmanian Polytechnic         | Executive Assistant                       | D. Baez          | 6 months                | 05.10.09              |

*Promotion of Permanent Employees*

| <i>Agency</i>                            | <i>Employee</i>      | <i>Duties Assigned</i>  | <i>Date of Effect</i> |
|--|----------------------|---|-----------------------|
| Economic Development, Tourism & the Arts | Jennifer Fitzpatrick | Coordinator Regional and Cooperative Marketing                | 24.09.09              |
| Health & Human Services                  | P. Baker             | Nurse Unit Manager  | 05.09.09              |
| Health & Human Services                  | J Van Dijk           | Clinical Nurse  | 05.09.09              |
| Health & Human Services                  | S.Fletcher           | Child Protection Worker                                       | 05.10.09              |
| Health & Human Services                  | B Read               | Clinical Nurse  | 05.09.09              |
| Health & Human Services                  | M Savory             | Clinical Coordinator-Patient Flow Manager                     | 14.09.09              |
| Health & Human Services                  | K. Nettle            | Public Health Nurse (Immunisation)                            | 02.10.09              |
| Health & Human Services                  | T Chivers            | Clinical Coordinator-Patient Flow Manager                     | 14.09.09              |
| Health & Human Services                  | L.Mackay             | Manager Disability Services - SE                              | 05.10.09              |
| Health & Human Services                  | T Cornish            | Office & Health Information Manager                           | 12.10.09              |
| Health & Human Services                  | M Churm              | Clinical Coordinator - Patient Flow Manager                   | 14.09.09              |
| Health & Human Services                  | S. Elliott           | Community Health Nurse  | 24.09.09              |
| Health & Human Services                  | G.Parker             | Tenancy Team Leader   | 08.10.09              |
| Health & Human Services                  | E. Smith             | Community Health Nurse  | 24.09.09              |
| Tasmanian Polytechnic                    | M. Gerke             | Director, Regional and Community Engagement                   | 30.09.09              |
| Tasmanian Polytechnic                    | J. Bell              | Regional Manager, Facility Services N/NW                      | 21.09.09              |
| Tasmanian Polytechnic                    | G. Smith             | Executive Manager, Communications and Organisational Learning | 03.09.09              |

*Transfer of Permanent Employees*

| <i>Agency</i>                                  | <i>Employee</i> | <i>New Agency</i>  | <i>Duties Assigned</i> | <i>Date of Effect</i> |
|--|-----------------|--------------------|------------------------|-----------------------|
| Primary Industries, Parks, Water & Environment | M. Ramsay       | Treasury & Finance | Senior Policy Analyst  | 15.10.09              |

*Extension or Renewal of Fixed-Term Appointments beyond 12 months*

| <i>Agency</i>                                  | <i>Duties Assigned</i> | <i>Employee</i> | <i>Term</i>             | <i>Date of Effect</i> |
|--|------------------------|-----------------|-------------------------|-----------------------|
| Primary Industries, Parks, Water & Environment | Clerk                  | C.Reeve         | 06/10/2008 - 17/02/2010 | 24.10.09              |

*Retirement of Permanent Employees*

| <i>Agency</i>                                  | <i>Duties Assigned</i>            | <i>Employee</i> | <i>Date of Effect</i> |
|--|-----------------------------------|-----------------|-----------------------|
| Education                                      | State Archivist                   | I. Pearce       | 30.09.09              |
| Education                                      | Manager Government Record Keeping | W. Taylor       | 16.09.09              |
| Health & Human Services                        | Nurse Unit Manager                | C. Smith        | 15.09.09              |
| Health & Human Services                        | Registered Nurse                  | J. Dunlop       | 30.11.99              |
| Health & Human Services                        | Cos Field Worker                  | M.Webb          | 29.09.09              |
| Police & Emergency Management                  | Station Officer                   | P. Grant        | 10.10.09              |
| Primary Industries, Parks, Water & Environment | Ranger                            | S. Graham       | 30.09.09              |
| Primary Industries, Parks, Water & Environment | Water Management Assistant        | L. Barrett      | 14.10.09              |

*Resignation of Permanent Employees*

| <i>Agency</i>                                  | <i>Duties Assigned</i>              | <i>Employee</i> | <i>Date of Effect</i> |
|--|-------------------------------------|-----------------|-----------------------|
| Education                                      | OAC Coordinator                     | T. Brown        | 02.09.09              |
| Health & Human Services                        | Clinical Nurse                      | J. Allison      | 08.10.09              |
| Health & Human Services                        | Health Care Assistant               | D.Shaw          | 19.09.09              |
| Health & Human Services                        | Clinical Nurse                      | S.Hayes         | 15.09.09              |
| Health & Human Services                        | Access and Support Planning Officer | P. French       | 06.10.09              |
| Health & Human Services                        | Registered Nurse                    | F. French       | 24.09.09              |
| Health & Human Services                        | Child Protection Worker             | C. Hoare        | 02.10.09              |
| Health & Human Services                        | Registered Nurse                    | C. Docking      | 29.09.09              |
| Health & Human Services                        | Dental Assistant                    | M Newman        | 06.10.09              |
| Health & Human Services                        | Child Protection Worker             | S. Stevenson    | 01.10.09              |
| Health & Human Services                        | Community Nurse                     | W. Bragg        | 01.10.09              |
| Justice  | Administrative Support Officer      | J. Ryan         | 13.10.09              |
| Police & Emergency Management                  | Clerical Support Officer            | L. Burgess      | 09.10.09              |
| Primary Industries, Parks, Water & Environment | Assistant Valuer                    | Y.Pavrides      | 01.10.09              |



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# Together we are making a difference.

## 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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