



TASMANIAN STATE SERVICE NOTICES

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

Vacancies—General Information

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

www.jobs.tas.gov.au

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

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

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

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

Further Information

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

Submission of Applications

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

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

Fixed-Term Appointment

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

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

Fixed-Term Employment Registers

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

Tasmanian Government Gazette

Email text copy to

govt.gazette@thepat.com.au

or fax to (03) 6216 4294. All copy must be typed in upper and lower case not ALL CAPS, if unsure please telephone (03) 6233 6110

State Service Notices

Vacancy, Direct Selection and Staff Movement Notices

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

Order Information

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

Deadlines

Government Gazette :—

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

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

Deadlines will be strictly adhered to

Subscription or account enquiries phone (03) 6233 3148

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

CULTURE, RECREATION AND SPORT

Executive Assistant (424806).

Applications Close:—Friday, 30 July 2010.

Salary:—\$49,097 – \$53,441 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—Hobart.

Duties:—Provide professional administrative and executive support to the Deputy Secretary and oversee the day-to-day functions of the office in delivering departmental and divisional objectives.

Enquiries to Katinka Seaberg, phone (03) 6233 5848, email *Katinka.Seaberg@development.tas.gov.au*.

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

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

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

TOURISM TASMANIA

Infrastructure and Industry Development

Project Officer (Research) (425175).

Applications Close:—Friday, 30 July 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time 12 August 2010 to 11 August 2011.

Location:—Hobart.

Duties:—Provide high level project and administrative support to Tourism Tasmania through facilitation and research of various Tourism related projects that align with the Agency's objectives.

Desirable Requirements:—A degree or tertiary qualification in a relevant discipline and experience in market research is desirable.

Enquiries to Mark Poll, Manager Consumer Research, Department of Economic Development, Tourism and the Arts, phone (03) 6230 8135 or email *mark.poll@tourism.tas.gov.au*.

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

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart TAS 7001, phone (03) 6233 9685, fax (03) 6233 5703, email *applications@development.tas.gov.au*.

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

TOURISM TASMANIA

Marketing and Commercial Operations

Co-ordinator Consumer Communications (705960).

Applications Close:—Friday, 30 July 2010.

Salary:—\$70,028 – \$82,717 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

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

As a key member of the National Markets team, provide and deliver a range of strategic communications and promotions to support the units visiting journalist, public relations, destination editorial, consumer shows and exhibitions programs.

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

Enquiries to Marianne Milles for a copy of the Statement of Duties on (03) 6230 8100 or email *marianne.milles@tourism.tas.gov.au*. For further information about the role please contact Shellie Vincent, Manager Consumer Communications, Department of Economic Development, Tourism and the Arts, phone (03) 6230 8174, email *shellie.vincent@tourism.tas.gov.au*.

Applications to Krystyna Chawa, Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart TAS 7001, phone (03) 6233 9685, fax (03) 6233 5703, email *applications@development.tas.gov.au*.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Kings Meadows High School

Canteen Supervisor (Kings Meadows High School) (964415).

Applications Close:—Friday, 30 July 2010.

Salary:—\$43,406 – \$47,341 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term part-time 60 hours per fortnight from 20 September 2010 until 20 September 2011.

Location:—Kings Meadows High School.

Description of Role:—Supervise, maintain and deliver the school canteen services.

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

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

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

Enquiries to Vicki Wiggins, Department of Education, phone (03) 6343 1000, email vicki.wiggins@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Riverside Primary School

School Administrative Clerk, Riverside Primary School (960923).

Applications Close:—Friday, 30 July 2010.

Salary:—\$43,406 – \$47,341 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time 62.00 hours per fortnight.

Location:—Riverside Primary School.

Description of the Role:—As part of the school office team provide a broad range of general administrative support consisting of effective and efficient client services and advice and operation of school based accounting, maintenance and records systems.

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

to be conducted: conviction check for—crimes of violence, sex related offences, serious drug offences.

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

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

Enquiries to Karen Spillane, SEO, Department of Education, Riverside Primary School, phone (03) 6327 3076, email riverside.primary@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting 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.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Miandetta Primary School

Teacher Aide Special, Miandetta Primary School (960667).

Applications Close:—Friday, 30 July 2010.

Salary:—\$39,157 – \$42,242 pro rata.

Teacher Aides Industrial Agreement 2008, Teacher Aide.

Permanent part-time 44 hours per fortnight for up to 42 weeks per year.

Location:—Miandetta Primary School.

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

Essential Requirements:-

The Commissioner has determined that the person nominated for this position is to satisfy 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:—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 Mandy Beard, Principal, Department of Education, Miandetta Primary School, phone (03) 6424 4428, email mandy.beard@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting 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.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Penguin High School

Teacher Aide Special, Penguin High School (952125).

Applications Close:—Friday, 30 July 2010.

Salary:—\$39,157 – \$42,242 pro rata.

Teacher Aides Industrial Agreement 2008, Teacher Aide.

Permanent part-time 30 hours per fortnight for up to 42 weeks per year.

Location:—Penguin High School.

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

Essential Requirements:-

The Commissioner has determined that the person nominated for this position is to satisfy 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:—Applicants should forward an Application for Employment form, with a statement addressing the selection criteria, relevant personal details and work history.

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

Enquiries to Trudy Pearce, Principal, Department of Education, Penguin High School, phone (03) 6437 2102, email trudy.pearce@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting 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.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Spreyton Primary School

Teacher Aide Special, Spreyton Primary School (952234).

Applications Close:—Friday, 30 July 2010.

Salary:—\$39,157 – \$42,242 pro rata.

Teacher Aides Industrial Agreement 2008, Teacher Aide.

Permanent part-time 11 hours per fortnight for up to 42 weeks per year.

Location:—Spreyton Primary School.

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

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:—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 Toni Douglas, Principal, Department of Education, Spreyton Primary School, phone (03) 6427 2075, email toni.douglas@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting 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.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Ulverstone High School

Teacher Aide Special, Ulverstone High School—3 Vacancies.

Applications Close:—Friday, 30 July 2010.

Salary:—\$39,157 – \$42,242 pro rata.

Teacher Aides Industrial Agreement 2008, Teacher Aide.

Vacancy No. 951974.

Permanent part-time 24 hours per fortnight, for up to 42 weeks per year.

Location:—Ulverstone High School.

Vacancy No. 952192.

Permanent part-time 24 hours per fortnight, for up to 42 weeks per year.

Location:—Ulverstone High School.

Vacancy No. 952268.

Permanent part-time 12 hours per fortnight, for up to 42 weeks per year.

Location:—Ulverstone High School.

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

Essential Requirements:—The Commissioner has determined that the person nominated for this position is to satisfy 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:—College or TAFE studies in health and/or education.

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

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

application will be acknowledged by return email within two working days.

Enquiries to Glen Lutwyche, Department of Education, phone (03) 6425 1433, email glen.lutwyche@education.tas.gov.au.

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

EDUCATION

LEARNING SERVICES

Learning Services (South)

Geeveston District High School

Advanced Skills Teacher, Geeveston District High School (953187).

Applications Close:—Friday, 30 July 2010.

Salary:—\$85,035 p.a.

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

Permanent full-time 70 hours per fortnight.

Location:—Geeveston District High School.

Description of the Role:—To implement and manage appropriate learning programs for students and to assess individual student progress. To assist the Principal in the general educational leadership, management and administration of a particular sector of a school or college.

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

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

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

Enquiries to Peter Pickett, Department of Education, Geeveston District High School, phone (03) 6297 1336, fax (03) 6297 1336, email peter.pickett@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 8832, fax (03) 6233 0566.

EDUCATION

LEARNING SERVICES

Learning Services (South-East)

Brighton Primary School

Canteen Assistant (Brighton Primary School) (966041).

Applications Close:—Friday, 30 July 2010.

Salary:—\$33,637 – \$41,899 pro rata.

Tasmanian State Service Award, General Stream, Band 1.

Permanent part-time 10 hours per fortnight.

Location:—Brighton Primary School.

Description of Role:—Maintain and deliver the school canteen services.

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

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

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

Enquiries to Pam Noble, Department of Education, phone 03x 6268 1231, email pam.noble@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (South-East)

Rose Bay High School

Education Facility Attendant, Kitchen Assistant, Rose Bay High School (953383).

Applications Close:—Friday, 30 July 2010.

Salary:—\$34,160 – \$38,873 p.a.

Miscellaneous Workers (Public Sector) Award, Education Facility Attendant, Level 1-3.

Fixed-term full-time 80.00 hours per fortnight.

Location:—Rose Bay High School.

Description of the Role:—As part of a team or alone perform various facets of the attendant role which may involve cleaning, grounds keeping, kitchen assistant duties and maintenance of school facilities to a hygienic, safe and presentable level. This role may also involve minor maintenance of related equipment.

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

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

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

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

Enquiries to Annette Pearson, School Executive Officer, Department of Education, Rose Bay High School, phone (03) 6243 8511, email annette.pearson@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting 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.

EDUCATION

LEARNING SERVICES

Learning Services (South-East)

Triabunna District High School

Laboratory Technician (Triabunna District High School) (960766).

Applications Close:—Friday, 30 July 2010.

Salary:—\$49,097 – \$53,441 pro rata.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 14.7 hours per fortnight.

Location:—Triabunna District High School.

Description of Role:—Provide technical support to a school or college's science unit and undertake associated administrative duties.

Essential Requirements:—Diploma of Laboratory Technology, or equivalent TAFE or post-secondary qualification appropriate to the nature of the work.

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

Desirable Requirements:—Post secondary studies in the fields of science and/or technology.

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 Annette Parker, Department of Education, phone (03) 6257 3199, email annette.parker@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION

STRATEGIC POLICY AND PERFORMANCE

Liaison and Children's Projects

Children and Family Centres Project

Manager Child and Family Centre Project (964417).

Applications Close:—Friday, 30 July 2010.

Salary:—\$110,455 – \$127,024 p.a.

Tasmanian State Service Award, General Stream, Band 9.

Fixed-term full-time 73.50 hours per fortnight from as soon as possible to 31 December 2011.

Location:—Hobart.

Description of the Role:—Lead and co-ordinate the establishment of [up to 30] Child and Family Centres which will integrate the delivery of human, education and health services for young children to the age of five years and their families. The project will reflect government direction, national initiatives, international trends and achievements, be evidenced based and support interagency service improvement and collaboration opportunities and building community capacity and responsibility. Provide high level advice and work across agencies on the development and delivery of integration of multi-agency programs and services.

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

Desirable Requirements:—Relevant tertiary qualifications. A proven record of management, in a private or public sector organisation.

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 Judy Hebblethwaite, Director (Early Years), Department of Education, phone (03) 6233 5099, email judy.hebblethwaite@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting 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.

HEALTH AND HUMAN SERVICES

AMBULANCE TASMANIA

Clinical Deployment Officer—4 Vacancies (518987).

Applications Close:—Friday, 6 August 2010.

Salary:—\$71,500 p.a.

Tasmanian Ambulance Service Award, Clinical Deployment Officer.

Permanent full-time shift work (12 month Fixed-term appointments may be considered) Penalties payable for shift work.

Location:—Hobart.

Desirable Requirements:—To effectively supervise communications centre employees and co-ordinate the provision of ambulance services through the efficient deployment of ambulance resources. Provide clinical advice, direction and operational support.

Essential Requirements:—Holds a Bachelor of Paramedic Science and relevant work experience or other qualification approved by the Service.

Current Drivers Licence.

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

Enquiries to Peter Morgan, Department of Health and Human Services, phone 0418126436, email peter.morgan@dhhs.tas.gov.au.

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

Better health and quality of life around Tasmania. Visit us at www.dhhs.tas.gov.au.

HEALTH AND HUMAN SERVICES

BUSINESS SERVICES NETWORK

BSN HR Services

Records Management Officer, HRS (514000).

Applications Close:—Friday, 30 July 2010.

Salary:—\$42,877 – \$46,722 p.a.

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

Fixed-term full-time day work from As soon as possible for a period of 6 months (with the possibility of an extension).

Location:—Hobart.

Duties:—In accordance with established procedures and practices, co-ordinate all activities associated with records management within the Human Resource Services branch of the Agency.

Desirable Requirements:—Demonstrated knowledge of and experience in Records Management preferably within the operation of a large and comprehensive records management information system. Excellent written and verbal communication skills, together with the ability to relate to other staff and work within a multi-disciplinary team environment. Knowledge of Thesaurus classification principles and the ability to apply that knowledge.

Enquiries to Sue Strugnell, Department of Health and Human Services, phone (03) 6233 4884, email sue.strugnell@dhhs.tas.gov.au.

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

Better health and quality of life around Tasmania. Visit us at www.dhhs.tas.gov.au.

HEALTH AND HUMAN SERVICES

BUSINESS SERVICES NETWORK

Care and Business Solutions

Support Officer PAS—4 Vacancies (519576).

Applications Close:—Friday, 30 July 2010.

Salary:—\$65,248 – \$68,223 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 5.

Permanent full-time day work.

Location:—Launceston.

Duties:—The Support Officer Patient Administration Systems (PAS) will assist the Area Support Manager (PAS) in the successful administration of the state wide Patient Administration System (PAS) and iPatient Manager (iPM).

Desirable Requirements:—Sound working knowledge of the iPM Patient Administration System (or the ability to quickly acquire) and how it is used to support both the business of the Dept of Health and Human Services and the business of the Area Health Service. High level communication and interpersonal skills including the ability to work with Area Health Services staff to analyse problems and solve problems. High level time and task management skills including the ability to plan, co-ordinate and be responsible for several concurrent activities whilst working in an environment which may be subject to tight time frames.

Enquiries to Kerry Foster, Department of Health and Human Services, phone (03) 63487917, email kerry.foster@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

CARE REFORM

Graduate Recruit (512935).

Applications Close:—Friday, 6 August 2010.

Salary:—\$48,439 – \$58,328 p.a.

Health and Human Services (Tasmanian State Service) Award, Graduate.

Permanent full-time day work.

Location:—Launceston.

Duties:—The Department of Health and Human Services has an exciting opportunity for a Graduate to join the welcoming and supportive Community and Rural Health team, based in Launceston. The Graduate Project Officer will have responsibility for co-ordinating the Medical Specialist Outreach Assistance Program, and will participate in other related projects. This position offers the opportunity to acquire project management skills, undertake research and program development, and to build professional networks across the state. This position is an ideal stepping stone where you can work independently while building professional relationships, exercise initiative, present recommendations and set goals with the backing of a professional and supportive team. If you have an undergraduate degree, good interpersonal and communications skills, problem-solving ability, flexibility and integrity, then we want you to apply for this job!

Essential Requirements:—Evidence of the following must be provided prior to appointment to the position:—A degree or tertiary qualification in a relevant discipline.

Enquiries to Kim Atkins, Department of Health and Human Services, phone (03) 6336 5144, email kim.atkins@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HUMAN SERVICES

Disability, Child, Youth and Family Services

Maintenance/Grounds Officer (515865).

Applications Close:—Friday, 6 August 2010.

Salary:—\$38,264 – \$42,315 p.a.

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

Permanent full-time day work (with On-call).

Location:—Ashley Youth Detention Centre, Deloraine.

Duties:—Provide direct maintenance of buildings, equipment and grounds at the Ashley complex, and ensure services and equipment are functioning in a safe manner and meet duty of care standards.

Desirable Requirements:—Demonstrated capacity and experience to undertake a high level of work in a wide range of trade related areas, including general maintenance and repair work to buildings, equipment and grounds. An understanding of the safety and security needs of staff, young people, visitors and the services providers in a detention centre.

Ability to liaise with contractors and monitor their work within a quality assurance framework.

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 and disciplinary action in previous employment check.

Enquiries to Phillip Skipper, Department of Health and Human Services, phone (03) 6362 2311, email phillip.skipper@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

HR Advisor (514354).

Applications Close:—Friday, 30 July 2010.

Salary:—\$65,248 – \$68,223 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 5.

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

Location:—Human Resources, Ulverstone.

Duties:—To provide a quality human resource (HR) consultancy and advisory service to senior managers and employees. The position works closely with the HR Consultant and the HR Manager in developing and implementing human resource practices, policies and procedures while providing sound advice and support to line managers and employees on contemporary employee management issues.

Desirable Requirements:—A sound knowledge of and experience of contemporary human resource issues and the ability to apply this in the Tasmanian State Service Context; together with a sound understanding of the principles of procedural fairness and their practical application in a contemporary HR service, particularly in relation to investigations and advocacy. Demonstrated understanding of industrial relations processes, including a working knowledge of Federal and State employment legislation combined with an ability to understand awards, agreements and policy documents. Sound written, verbal and interpersonal communication skills and the ability to negotiate effective outcomes with a wide range of stakeholders including managers, employees and their representatives. Ability to work constructively as a member of a dynamic multi-skilled team.

Highly Desirable:—• Relevant tertiary qualifications or equivalent experience.

Current Drivers Licence.

Enquiries to Melissa Richards, Department of Health and Human Services, mobile 0428 321 080, email melissa.richards@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

Medical Recruitment Officer (519090).

Applications Close:—Friday, 30 July 2010.

Salary:—\$65,248 – \$68,223 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 5.

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

Location:—Staffing and Recruitment, Ulverstone.

Duties:—To provide a specialised service for the recruitment of junior and senior medical practitioners for the North West Area Health Service. This position works closely with the HR Consultant and the Director of Medical Services in developing and implementing practices, systems and procedures to facilitate the effective and efficient recruitment of Medical Staff within the North West Area Health Service. To employ specialist knowledge for the provision of leadership and guidance to Senior Doctors undergoing Specialist recognition with the AMC, and relevant Specialist Colleges, including guidance in obtaining Medical Board of Australia registration and relevant visa requirements.

Desirable Requirements:—Demonstrated working knowledge of Human Resources principles and issues, particularly in relation to recruitment and selection, and

the ability to apply this within the Tasmanian State Service context. Specialist knowledge and understanding of legislation, agreements, and registration requirements pertaining to medical practitioners, together with an indepth understanding of the requirements set out by the Australian Medical Council, Australian Specialist Colleges, Medical Board of Australia, and Department of Immigration and Citizenship, and regulation and processes pertaining to the recruitment of Medical Specialists; and the capacity to apply this knowledge. High level communication and interpersonal skills, including written, liaison skills with the ability to develop constructive working relationships with a broad range of people including senior medical staff, internal clients and external organisations and regulatory bodies.

Enquiries to Melissa Richards, Department of Health and Human Services, mobile 0428 321 080, email melissa.richards@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

Primary Health Services North West

Co-ordinator NW Community Equipment Scheme (Relief) (512714).

Applications Close:—Friday, 30 July 2010.

Salary:—\$48,439 – \$52,727 pro rata.

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

Fixed-term casual day work, as and when required, commencing 2 August 2009 to 29 July 2011.

Location:—Mersey Community Hospital, Latrobe.

Duties:—In accordance with Statewide Community Equipment Scheme Guidelines and North West Spinal Account, the Co-ordinator ensures that eligible clients receive appropriate supplies, equipment, home modifications and repair services, and provides supervision and direction to support staff assigned to the Unit.

Desirable Requirements:—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 and disciplinary action in previous employment check.

Enquiries to Brad Birleson, Department of Health and Human Services, phone (03) 6430 6600, email brad.birleson@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Administrative Officer (519518).

Applications Close:—Friday, 6 August 2010.

Salary:—\$48,439 – \$52,727 pro rata.

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

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

Location:—Renal Unit, St John's Park, New Town.

Duties:—Provide a high level of administrative and clerical support to the staff of the Renal Unit in undertaking a diverse range of tasks. Ensure the efficient flow of information to and from the Renal Unit is maintained. Ensure the integrity of data collected and collated by the Renal Unit.

Enquiries to Colin Banks, Department of Health and Human Services, phone (03) 6222 5404, email colin.banks@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Primary Health Services South

Cook (519666).

Applications Close:—Friday, 30 July 2010.

Salary:—\$48,439 – \$52,727 p.a.

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

Permanent full-time day work.

Location:—Midlands Multi Purpose Centre.

Duties:—The Cook has responsibility for co-co-ordinating the delivery of catering services at the Midlands Multipurpose Health Centre (MMPHC). You will prepare and produce all food and nutritional requirements for clients/residents and staff at the MMPHC, and delivered meals recipients. You will be required to provide supervision and support to the Catering Services team and monitor the use and storage of food, perishable goods and other consumables. You will liaise with the Manager Business and Support Services in the purchasing of materials and ensure that items are stored and used in accordance with current workplace safety and Food-safe guidelines.

Essential Requirements:—Relevant Trades 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 and disciplinary action in previous employment check.

Enquiries to Sarah Kitchin, Department of Health and Human Services, phone 62545044, mobile 0408171336, email sarah.kitchin@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Primary Health Services South

Home Help (506707).

Applications Close:—Friday, 6 August 2010.

Salary:—\$48,439 – \$52,727 pro rata.

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

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

Location:—Cygnet Area.

Duties:—The Home Help staff will work within a Primary Health Care framework and will function effectively as a member of a health care team concerned with the care of the individual and family unit within the community. You will provide essential household duties as assessed by the nominated assessor and approved by the relevant supervisor. These duties could include cleaning, cooking, shopping assistance, washing and ironing. You will provide feedback about significant changes to the client's circumstances to the relevant supervisor. This role will cover the Cygnet Area.

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 and disciplinary action in previous employment check.

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

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

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Royal Hobart Hospital

Clinical Nurse Consultant, Organ and Tissue Donation (518730).

Applications Close:—Friday, 30 July 2010.

Salary:—\$74,477 – \$79,725 p.a.

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

Fixed-term full-time day work, commencing as soon as possible until 30 June 2013.

Location:—Critical Care, Royal Hobart Hospital.

Duties:—Work with the State Manager and Hospital-based Medical Director in a range of clinical processes, and education and awareness raising activities to optimise organ and tissue

donation. Provide clinical leadership to support hospital teams to sensitively assess and identify potential donors, support the conversion to actual donation, provide high quality care, and evaluate outcomes. This includes developing programs that ensure empathic and person centred care for partners, families and friends of donors and recipients. In conjunction with the State Medical Director and Manager of Organ and Tissue Donation, facilitate the development and implementation of nationally consistent policies and protocols aligned with the direction and goals of the Australian Organ and Tissue Donation and Transplantation Authority. The role requires relevant clinical experience, innovative thinking, change management experience, an ability to work with multidisciplinary teams and a commitment to educating others in optimising organ and tissue donation.

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

Enquiries to Dr Rob Thornton, Department of Health and Human Services, phone (03) 6270 2209, email robert.thornton@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Royal Hobart Hospital

Customer Service Officer (509339).

Applications Close:—Friday, 30 July 2010.

Salary:—\$42,877 – \$46,722 p.a.

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

Fixed-term casual day work, working as and when required, commencing As soon as possible until 12 July 2011.

Location:—Royal Hobart Hospital.

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

Desirable Requirements:—Demonstrated clerical experience with the ability to work within set Departmental policies and procedures. Demonstrated ability to enter data accurately and rapidly onto a computerised system with knowledge of health information systems an advantage. Demonstrated ability to set priorities and work with flexibility, speed and accuracy in a public environment with a demanding schedule.

Enquiries to Jenny Burgess, Department of Health and Human Services, phone (03) 6222 8448, email jennyl.burgess@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES
SOUTHERN TASMANIA AREA HEALTH SERVICE

Royal Hobart Hospital

Customer Service Officer, Appointment Scheduling Clerk (519592).

Applications Close:—Friday, 30 July 2010.

Salary:—\$42,877 – \$46,722 p.a.

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

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—Provide clerical support for the co-ordination and efficiency of Outpatient reception areas within the hospital including the collection of manual and computerised patient information system data in accordance with the policies and procedures relating to clinical, financial and administrative requirements for Outpatient services.

Desirable Requirements:—High level communication skills with the ability to liaise effectively with all levels of professional staff within and outside the hospital, together with a proven ability to maintain confidentiality and communicate directly with patients in a tactful and.

diplomatic manner is highly desirable. Experience in clerical duties in a health care setting, together with knowledge of medical terminology is highly desirable. Ability to enter data accurately and rapidly onto a computerised system with knowledge of the hospital's patient information system modules an advantage.

Enquiries to Frances Boyle, Department of Health and Human Services, phone (03) 6222 8921, email 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 7001.

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HEALTH AND HUMAN SERVICES
SOUTHERN TASMANIA AREA HEALTH SERVICE

Royal Hobart Hospital

Director of Redevelopment RHH (519624).

Applications Close:—Friday, 30 July 2010.

Salary:—\$92,929 – \$100,076 p.a.

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

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—Provide high level expertise, support and strategic advice to the Chief Executive Officer on the asset management within the Southern Tasmania Area Health Service (STAHS)/ Royal Hobart Hospital (RHH).

Desirable Requirements:—Demonstrate high level knowledge and understanding of public policy, program management, asset management, fiscal and business management skills appropriate to the functions of the position. Proven high level strategic, conceptual and analytical skills, demonstrated high level knowledge and understanding of current issues impacting on the health and human services

industry and the ability to make sound judgments about the political, social and organisational environment impacting on the Agency. Extensive experience in asset management including facilities management and the procurement and delivery of complex capital works projects with particular knowledge of the management of value, risk, probity, and contractual issues.

Enquiries to Michael Pervan, Department of Health and Human Services, phone (03) 6222 8500, email michael.pervan@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES
SOUTHERN TASMANIA AREA HEALTH SERVICE

Royal Hobart Hospital

Enrolled Nurse (509771).

Applications Close:—Friday, 30 July 2010.

Salary:—\$42,681 – \$46,298 p.a.

Nurses (TPS) Award, Enrolled Nurse.

Fixed-term part-time day worker, 50 hours per fortnight, commencing As soon as possible until 29 January 2011.

Location:—Womens Health Clinic, Royal Hobart Hospital.

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

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

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

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

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HEALTH AND HUMAN SERVICES
SOUTHERN TASMANIA AREA HEALTH SERVICE

Royal Hobart Hospital

Visiting Medical Specialist-Hyperbaric Unit (512689).

Applications Close:—Friday, 30 July 2010.

Salary:—To be negotiated.

Salaried Medical Practitioners (AMA Tasmania/DHHS) Agreement 2009, Specialist Medical Practitioner (Salary commensurate with qualifications and experience).

Fixed-term part-time daywork, working 3.5 hours per fortnight, commencing As soon as possible for a period of 2 years.

Location:—Hyperbaric Medicine, Royal Hobart Hospital.

Duties:—Provide services in hyperbaric medicine including diagnosis, treatment and care for patients, both inpatient and outpatient, at the Royal Hobart Hospital (RHH) and where appropriate other hospitals in Tasmania.

Essential Requirements:—A medical practitioner who has had at least 5 years post graduate experience in the practice of medicine, holds a senior qualification appropriate to the speciality concerned, and has practical experience in that speciality.

Enquiries to David Smart, Associate Professor, Department of Health and Human Services, phone (03) 6222 8193, email david.smart@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Alcohol and Drug Services

Workforce Development Consultant (Nursing) (517286).

Applications Close:—Friday, 6 August 2010.

Salary:—\$74,477 – \$79,725 p.a.

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

Permanent full-time day work.

Location:—St Johns Park, New Town.

Duties:—As a member of the Workforce Development Team, Alcohol and Drug Services (ADS), provide leadership and strategic thinking in the development of workforce capacity within the alcohol, tobacco and other drug (ATOD) sector and contribute to agency wide initiatives that promote workforce development and maintain national links in respect to workforce agendas. This role will have a focus on providing direction and support for the development of the nursing workforce within the ATOD service sector in Tasmania. Support and drive the implementation of change and reform across the alcohol, tobacco and other drug (ATOD) service sector in Tasmania. Manage and support workforce and program development projects giving consideration to the establishment of evidence based service models, policies and guidelines, procedures and protocols, professional standards and practice.

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 and disciplinary action in previous employment check.

Enquiries to Mark Frohmader, Department of Health and Human Services, phone (03) 6214 5717, mobile 0408 133 527, email mark.frohmader@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Health and Wellbeing Services

Oral Health Services

Customer Services Officers (512658).

Applications Close:—Friday, 30 July 2010.

Salary:—\$42,877 – \$46,722 pro rata.

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

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

Location:—Oral Health Services South.

Duties:—The Customer Service Officer will provide an efficient and effective reception service to all clients and centre based staff as well as administrative and clerical support to Oral Health Services Tasmania staff and external service providers. You will be required to liaise and assist in the co-ordination of the day to day functions of the Dental Centre and community clinics. You will provide a clerical support service in relation to the administrative functions associated with primary patient care.

Enquiries to Theresa Nicholls, Department of Health and Human Services, phone (03) 6214 5473, email theresa.nicholls@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Mental Health Services North West

Registered Nurse (517446).

Applications Close:—Friday, 30 July 2010.

Salary:—\$49,012 – \$64,842 p.a.

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

Permanent full-time shift work (fully rotational).

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

Duties:—Mental Health Services North West is seeking to employ a Registered Nurse to work in the Spencer Clinic Inpatient Unit, North West Regional Hospital Burnie. You will be part of a dynamic and supportive multidisciplinary team providing high quality mental health services. Utilising a problem solving approach and established nursing procedures to ensure quality delivery and evaluation of direct care to a designated number of clients and their families and significant others.

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 and disciplinary action in previous employment check.

Enquiries to Alden Oggy Thynne, Department of Health and Human Services, mobile 0438 075 780, email alden.thynne@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES
STATEWIDE AND MENTAL HEALTH SERVICES
Mental Health Services South

Community Mental Health Nurse E-CAT (519303).

Applications Close:—Friday, 6 August 2010.

Salary:—\$58,055 – \$69,363 p.a.

Nurses (TPS) Award, Community FCH Nurse.

Fixed-term full-time shift work, part-time hours will also be considered, commencing as soon as possible for a period of 3 years.

Location:—Mental Health Services South.

Duties:—This position provides specialist support to the Royal Hobart Hospital's Emergency Department in the management and treatment of patients presenting with significant mental health problems. Working in the community, this role will work closely with the Psychiatric Emergency Nurse as part of a specialist team to plan discharges from the Emergency Department and to deliver intensive short term support to clients in their own home. In addition, the Emergency, Crisis, Assessment and Treatment (ECAT) Nurse will form strong links with other service providers including Community Mental Health Services in co-ordinating ongoing care. The successful applicant will have the opportunity to be part of a new and innovative service, will enjoy working in a dynamic team environment, possess excellent interpersonal skills and will be flexible and creative in the delivery of care to clients. The ECAT Nurse will work on a fixed 2-on, 2-off roster and will be able to access salary packaging and assistance towards relocation expenses.

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

A current drivers licence.

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

Enquiries to Corinne Skyrme, Department of Health and Human Services, phone (03) 6214 5726, email corinne.skyrme@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES
STATEWIDE AND MENTAL HEALTH SERVICES
Mental Health Services South

Executive Support Officer (517864).

Applications Close:—Friday, 6 August 2010.

Salary:—\$53,384 – \$62,872 p.a.

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

Permanent full-time day work.

Location:—St Johns Park, New Town.

Duties:—The Executive Support Officer will be required to provide efficient support to the State-wide Clinical Director/Chief Psychiatrist, located within the State Office, Statewide and Mental Health Services (SMHS). This will include the provision of high level administrative, clerical, reception, and secretarial support to the Office of the Statewide Clinical Director team. You will co-ordinate the preparation of complex and confidential documentation, including Ministerial and Question Time Briefs and the provision of background notes, for matters relating to the activities of the State-wide Clinical Director and the statutory responsibilities associated with the role of Statewide Clinical Director. You will develop systems and protocols, which ensure an efficient flow of information to and from the Office of the Statewide Clinical Director to the Chief Executive Officer and other SMHS Executive members, the medical workforce and the broader SMHS program.

Desirable Requirements:—Proven experience and understanding of the provision of executive support in a demanding senior management environment. Proven skills and experience in project work, including analytical, organizational and investigative skills, together with the ability to think critically and solve problems. Ability to exercise initiative, judgment, sensitivity and discretion, including the ability to interpret and analyse information and recommend or decide on appropriate action within a senior management environment.

Enquiries to Maggie Crawford, Department of Health and Human Services, mobile (03) 6230 7803, email alison.millar@dhhs.tas.gov.au.

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

Better health and quality of life around Tasmania. Visit us at www.dhhs.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

FOREST PRACTICES AUTHORITY
Forest Practices Authority

Manager, Biodiversity Program (371902).

Applications Close:—Friday, 30 July 2010.

Salary:—\$93,755 – \$100,987 p.a.

Tasmanian State Service Award, Professional Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—Support the Chief Forest Practices Officer in giving expert professional advice to key stakeholders, fostering a cooperative approach to forest practices matters among stakeholder groups.

Liaise with forest managers, Forest Practices Officers,

conservation agency staff and other specialists on the status and management of plant communities, and flora and fauna species, in particular those with a priority for conservation.

Co-ordinate the translation and provision of professional knowledge and research findings into operational advice for forest planners and Forest Practices Officers.

Manage the education and training of forest industry personnel with respect to biodiversity management in production forests including the development and delivery of training courses, planning manuals, management tools and databases.

Co-ordinate, evaluate and report on the monitoring of the implementation of the provisions of the Forest Practices Code relating to biodiversity to ensure recognised standards are achieved.

Manage the state-wide research into conservation and management of forest associated biodiversity, including research prioritisation, project design, conducting surveys, and preparing reports and scientific papers.

Manage and contribute to reviews, and develop and implement policies and plans, relating to forest practices and biodiversity conservation and management, including the requirements of the.

Tasmanian Regional Forest Agreement, Forest Practices Code and legislation related to threatened species and communities.

Represent the Forest Practices Authority and provide high-level advice relating to the management of biodiversity within wood production forests to clients, stakeholders, the public and scientific community.

Provide high-level professional leadership, and manage the human, financial and physical resources, as part of the Biodiversity Program.

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

Desirable Requirements:—Current driver's licence.

Enquiries to Graham Wilkinson, Chief Forest Practices Officer, Department of Infrastructure, Energy and Resources, 30 Patrick Street, Hobart, phone (03) 62 33 7451, email Graham.Wilkinson@dier.tas.gov.au.

Applications to HR Operations, Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart TAS 7001, phone (03) 62 33 2077, fax (03) 62 33 5337, email recruitment@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

LAND TRANSPORT SAFETY

Road Safety Operations

Crossing Guards

School Crossing Patrol Officer (901610).

Applications Close:—Friday, 30 July 2010.

Salary:—\$33,637 – \$41,899 pro rata.

Tasmanian State Service Award, General Stream, Band 1.

Fixed-term casual.

Location:—Smithton.

Duties:—Responsible for requiring drivers of vehicles to stop on a road where the Guard is engaged in the duties of protecting children and others crossing to and from a school.

Provide advice to the School Principal when children are crossing the road other than at the selected location, or are not observing instructions, so that corrective measures may be taken.

Responsible for the safe conduct of school children and others at pre-selected crossing points.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check for—crimes of violence, sex related offences, serious drug offences, serious Driving Offences and Medical examination covering general health, medical history, vision and hearing.

Desirable Requirements:—Current drivers licence.

Possession of a current First Aid Certificate.

Enquiries to Louise Maynard, Road Safety Consultant, Department of Infrastructure, Energy and Resources, 10 Murray Street, phone (03) 63 34 5418, email Louise.Maynard@dier.tas.gov.au.

Applications to HR Operations, Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart TAS 7001, phone (03) 62 33 2077, fax (03) 62 33 5337, email recruitment@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

LAND TRANSPORT SAFETY

Road Safety Operations

Crossing Guards

School Crossing Patrol Officer—2 Vacancies.

Applications Close:—Friday, 30 July 2010.

Salary:—\$33,637 – \$41,899 pro rata.

Tasmanian State Service Award, General Stream, Band 1.

Vacancy No. 906010.

Fixed-term casual.

Location:—Burnie.

Vacancy No. 906010.

Fixed-term casual.

Location:—Burnie.

Duties:—Responsible for requiring drivers of vehicles to stop on a road where the Guard is engaged in the duties of protecting children and others crossing to and from a school.

Provide advice to the School Principal when children are crossing the road other than at the selected location, or are not observing instructions, so that corrective measures may be taken.

Responsible for the safe conduct of school children and others at pre-selected crossing points.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check for—crimes of violence, sex related offences, serious drug offences, serious Driving Offences and Medical examination covering general health, medical history, vision and hearing.

Desirable Requirements:—Possession of a current First Aid Certificate.

Current drivers licence.

Enquiries to Louise Maynard, Road Safety Consultant, Department of Infrastructure, Energy and Resources, 10 Murray Street, phone (03) 63 34 5418, email Louise.Maynard@dier.tas.gov.au.

Applications to HR Operations, Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart TAS 7001, phone (03) 62 33 2077, fax (03) 62 33 5337, email recruitment@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

LAND TRANSPORT SAFETY

*LTS Policy***Marketing Manager Road Safety (371071).**

Applications Close:—Monday, 2 August 2010.

Salary:—\$83,867 – \$91,369 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent part-time.

Location:—Hobart.

Duties:—Co-ordinate and oversee the development of the RSTF strategic plan. In line with RSTF strategic plan, identify appropriate activities to assist with reaching performance objectives and manage their delivery to completion. Develop and monitor performance indicators for RSTF activity.

Manage the RSTF public education program including determining the behavioural objectives of media campaigns (based on local statistics and available research) overseeing development of media plans and monitoring performance of media investment. Plan and manage public relations activities to support RSTF strategic objectives and related public education activities.

Develop and manage partnerships with external organisations, including contractors and consultants. Identify prospective partners and partnership opportunities, develop and present appropriate partnership proposals, assess and report on the value of partnerships and make recommendations on future activities with partners.

Oversee the RSTF research program and report to RSTF members on appropriate strategies in line with emerging research, and tracking and attitudinal research commissioned by the RSTF.

Oversee the smooth operation of the RSTF office including budget management, management and co-ordination of correspondence, management of the RSTF public website, and preparation and co-ordination of reports as required.

Desirable Requirements:—• Relevant tertiary qualifications and/or appropriate media/public relations experience.

Enquiries to Angela Conway, Manager Land Transport Safety Policy, Department of Infrastructure, Energy and Resources, 10 Murray Street, phone (03) 62 33 6622, email Angela.Conway@dier.tas.gov.au.

Applications to HR Operations, Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart TAS 7001, phone (03) 62 33 2077, fax (03) 62 33 5337, email recruitment@dier.tas.gov.au.

JUSTICE

GUARDIANSHIP AND ADMINISTRATION BOARD

Compliance Officer (354940).

Applications Close:—Friday, 30 July 2010.

Salary:—\$66,073 – \$69,098 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time 73.50 hours per fortnight.

Location:—Hobart.

Duties:—To manage the compliance and monitoring functions of the Board following the appointment of guardians and administrators. Answering ad hoc enquiries from appointees, requiring annual reports and verifying information from appointees on behalf of the Board, recommending action to

the Board for appointees who fail to comply and investigating requests for advice, direction and reviews.

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.

Desirable Requirements:—Demonstrated understanding of the duties of a trustee, administrator, attorney or guardian, including duty to account where required. Comprehensive understanding of the Guardianship and Administration Act 1995 and compliance procedures within the Act.

Enquiries to Jane Bliss, Acting Registrar, Guardianship and Administration Board, Department of Justice, phone (03) 6233 3078, email jane.bliss@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825, Hobart TAS 7001, phone (03) 6233 6809, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Jane Bliss on (03) 6233 3078.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than three attachments 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

GUARDIANSHIP AND ADMINISTRATION BOARD

Investigator (355641).

Applications Close:—Friday, 30 July 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time 73.50 hours per fortnight.

Location:—Hobart.

Duties:—To investigate and prepare reports in matters including emergency applications relating to applications made to the Guardianship and Administration Board (the Board). Appear before the Board at hearings and follow up matters arising out of hearings as directed by the Board.

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.

Desirable Requirements:—A sound knowledge of the Guardianship and Administration Act 1995 and related legislation, or the ability to quickly acquire such knowledge. Demonstrated research and investigative skills, together with the ability to provide advice, information and education on a range of subject matter in a timely and appropriate manner.

Enquiries to Jane Bliss, Acting Registrar, Guardianship and Administration Board, Department of Justice, phone (03) 6233 3078, email jane.bliss@justice.tas.gov.au.

Applications to Recruitment and Establishment, 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.

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

JUSTICE

OFFICE OF THE ANTI-DISCRIMINATION COMMISSIONER

Investigation and Conciliation Officer (354607a).

Applications Close:—Friday, 30 July 2010.

Salary:—\$42,391 – \$53,848 p.a.

Legal Practitioners Award, Level 1.

Fixed-term full-time 73.50 hours per fortnight to 1 July 2011.

Location:—Hobart.

Duties:—Investigating complaints of discrimination and prohibited conduct in accordance with the provisions of the Act including conduct and carriage of complaints. Conducting conciliation conferences to assist in the resolution of complaints.

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

Desirable Requirements:—A knowledge of anti-discrimination and equal opportunity legislation and, in particular and ability to assimilate and work positively and creatively in accordance with the terms and spirit of the Anti-discrimination Act 1998. A knowledge of federal discrimination legislation. A knowledge of the intersection of discrimination legislation with Industrial Relations law.

Enquiries to Catherine Edwards, Complaints Manager, Office of the Anti-Discrimination Commissioner, Department of Justice, phone (03) 6233 4841, email catherine.edwards@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825, Hobart TAS 7001, phone (03) 6233 6809, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Frances Sale on (03) 6233 4741.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than three attachments 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

OFFICE OF THE DIRECTOR OF PUBLIC PROSECUTIONS

Administrative Assistant (350045).

Applications Close:—Friday, 30 July 2010.

Salary:—\$43,406 – \$47,341 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time 73.50 hours per fortnight.

Location:—Hobart.

Duties:—Undertake a wide range of clerical and administrative duties to support the efficient and effective delivery of the Office of the Director of Public Prosecutions services including the preparation and compilation of court and other legal documentation. Undertake word processing, transcribing of audio material, preparation of correspondence and document production duties of a highly confidential nature.

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.

Desirable Requirements:—Clerical experience relevant to the nature of the duties including a sound proficiency in the delivery of face to face and telephone reception services, mail handling, document production and document collation. A high standard of use of the English language with particular emphasis on spelling, punctuation and expression, together with a high degree of attention to detail.

Enquiries to Kerry Worsley, Manager Crown Law, Department of Justice, phone (03) 6233 8732, email kerry.worsley@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825, Hobart TAS 7001, phone (03) 6233 6809, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Kerry Worsley on (03) 6233 8732.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than three attachments 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

OFFICE OF THE DIRECTOR OF PUBLIC PROSECUTIONS

Legal Practitioner (Various Positions)

Applications Close:—Wednesday, 11 August 2010.

Salary:—See Below.

Legal Practitioners Award.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart, Launceston and Burnie.

There is a range of legal practitioner positions available in the Office of the Director of Public Prosecutions, including positions as Crown Counsel and as Solicitor. The positions range from Levels 1 to 4. The salary range for Level 1 begins at \$42,391 per annum with the top of Level 4 being \$114,864 per annum. Visit www.crownlaw.tas.gov.au/dpp for an overview of the recruitment campaign, salary range and for a nomination form where you can select the positions for which you wish to apply.

Duties:—Statement of Duties are attached for a range of Crown Counsel and Solicitor positions.

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

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—Conviction 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:—The selection panel will critically evaluate the applications and may recommend that the applicant seek appointment for positions at other levels to the ones selected on the Nomination Form. The Nomination Form is available to be downloaded along with information regarding the recruitment campaign.

Enquiries to Kerry Worsley, Manager Crown Law, Department of Justice, phone (03) 6233 8732, email kerry.worsley@justice.tas.gov.au or Tim Ellis, Director of Public Prosecutions, Department of Justice, phone (03) 6233 6649, email tim.ellis@justice.tas.gov.au.

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

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Kerry Worsley on (03) 6233 8732.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than three attachments 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

OFFICE OF THE DIRECTOR OF PUBLIC PROSECUTIONS

Solicitor to Director of Public Prosecutions (356253).

Applications Close:—Wednesday, 11 August 2010.

Salary:—\$84,283 – \$98,184 p.a.

Legal Practitioners Award, Level 3.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart.

Duties:—Provide high-level, authoritative policy and law reform advice to the Director of Public Prosecutions on criminal law issues. Manage and participate in the development of prosecution policies, guidelines and procedures. Act as Solicitor in criminal matters on behalf of the State of Tasmania, its instrumentalities and Agencies.

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

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—Conviction 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 Kerry Worsley, Manager Crown Law, Department of Justice, phone (03) 6233 8732, email kerry.worsley@justice.tas.gov.au.

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

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Kerry Worsley on (03) 6233 8732.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than three attachments 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

OFFICE OF THE SECRETARY

*Strategic Policy and Projects***Executive Officer (355507).**

Applications Close:—Friday, 30 July 2010.

Salary:—\$54,106 – \$63,737 pro rata.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term part-time 29.40 hours per fortnight working every Thursday and Friday. Commencing 19 August 2010 until 19 August 2011.

Location:—Hobart.

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

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

Enquiries to Robyn Yaxley, Senior Consultant, Strategic Policy and Projects, Department of Justice, phone (03) 6216 4432, email robyn.yaxley@justice.tas.gov.au.

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

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Helen Abbott on (03) 6233 2310.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than three attachments in either Microsoft Word format or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

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

JUSTICE

TASMANIA PRISON SERVICE

Integrated Offender Management

Senior Psychologist (355180).

Applications Close:—Friday, 30 July 2010.

Salary:—\$81,065 – \$89,659 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 4.

Permanent full-time 73.5 hours per fortnight.

Location:—Risdon Prison.

Salary Information:—Along with the salary listed above the successful applicant will receive a Allied Health Professional Correctional Allowance of 6.5% of their salary.

Duties:—Provide leadership in the co-ordination and administration of the Therapeutic Services Unit and oversight of psychological services for the Tasmania Prison Service. Provide clinical supervision of all Therapeutic Services staff and other Integrated Offender Management staff as required. Research, develop and conduct assessments with inmates which identify support needs, level of risk for re-offending and propensity for violence and self harm in order to assess

suitability of inmates for program participation or consideration for special housing/management needs.

Essential Requirements:—Eligible for registration to practice as a psychologist in Tasmania.

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

Desirable Requirements:—At least two years practical experience in psychological work or a Masters Degree in Clinical Psychology from a tertiary institution approved by the Australian Psychological Society.

Enquiries to Dr Kay Cuellar, Manager Integrated Offender Management, Tasmania Prison Service, Department of Justice, phone (03) 6216 8010, email kay.cuellar@justice.tas.gov.au.

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

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Dr Kay Cuellar on (03) 6216 8010.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than three attachments 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

Manager Infrastructure, Development (521428).

Applications Close:—Monday, 2 August 2010.

Salary:—\$74,230 – \$87,680 p.a.

Tasmanian State Service Award, TFS General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

Duties:—Provide specialist technical development and support for corporate applications. Initiate, develop and implement Information Technology (IT) strategies to achieve Tasmania Fire Service (TFS) corporate goals and strategies.

Desirable Requirements:—Highly desirable to have professional IT knowledge gained through satisfactory completion of a relevant course of study at a tertiary institution and appropriate industry certificates. Experience with PowerBuilder, critical 24x7 applications.Net, web services development, database triggers and procedures, Sybase, Microsoft SQL Server, Windows Server 2003, Solaris, C programming on UNIX and ITIL methodology would be an advantage.

Current driver's licence.

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 Iain Lerner on (03) 6230 8671 or from www.jobs.tas.gov.au.

Enquiries to Iain Lerner on (03) 6230 8671.

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

POLICE AND EMERGENCY MANAGEMENT

CORPORATE SERVICES

Information Technology Services

Client Services Officer (002150).

Applications Close:—Friday, 30 July 2010.

Salary:—\$49,097 – \$53,441 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—Hobart.

Duties:—Ensure high level customer service in the provision of Help Desk Support and advice in relation to Communication and Information Technology Services. Liaise with equipment suppliers and lessors, order equipment and supplies.

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.

Qualifications and Experience:—Knowledge and expertise consistent with qualifications recognised at Certificate 3 and 4 or equivalent level.

Enquiries to Mr Alex Lee, Manager, Servers, Web Servers and Support, Information Technology Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, TAS, 7001, phone (03) 6230 2456, email Alex.Lee@domino.police.tas.gov.au.

Applications to Co-ordinator, Employee Relations, 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.

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 Employee Relations 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

EXECUTIVE SUPPORT

Corporate Reporting Services

Data Systems Officer, Re-advertised (002777).

Applications Close:—Friday, 30 July 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—Undertake a range of tasks associated with the development and implementation of systems and processes relating to the extraction and analysis of corporate performance data.

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.

Qualifications and Experience:—Tertiary qualifications relative to Information Systems or related Computer Technology. A demonstrated knowledge and experience with SQL, JavaScript and HTML programming languages is essential.

Experience with SQL Server and Microsoft Excel and PowerPoint would be advantageous.

Enquiries to Ms Sandra Lovell, Manager, Social Policy and Reporting 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.

Applications to Co-ordinator, Employee Relations, 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.

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 Employee Relations 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

STATE EMERGENCY SERVICE

Southern Region

Manager Learning and Development (002824).

Applications Close:—Friday, 30 July 2010.

Salary:—\$70,028 – \$82,717 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

Duties:—Manage all competency and skills based training within the SES and ensure the maintenance of strict national Australian Quality Training Framework (AQTF) compliance as a Registered Training Organisation (RTO).

Develop, implement and manage SES learning and development policy, associated resources, assessment requirements and community awareness strategies including storm and flood throughout the state. Manage the delivery of training and student support to volunteers and manage staff professional development state-wide.

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:—Tertiary qualifications in a relevant discipline would be viewed favourably as would a

Certificate IV Training and Assessment.

Enquiries to Ms Elke Browne, Assistant Director, State Emergency Service, Department of Police and Emergency Management, phone (03) 6230 2705, email elke.browne@ses.tas.gov.au.

Applications to Co-ordinator, Employee Relations, 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.

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 Employee Relations on (03) 6230 2266. Please ensure that your application is one attachment in either Microsoft Word format, PDF or RTF (rich text format).

PORT ARTHUR HISTORIC SITE MANAGEMENT
AUTHORITY

ADMINISTRATION

IT Support Officer (ITSO 07/10).

Applications Close:—Monday, 2 August 2010.

Salary:—\$49,097 – \$53,441 p.a.

Port Arthur Historic Site Management Authority Award, General Stream, Band 3.

Permanent full-time Part-time hours may be considered on negotiation.

Location:—Port Arthur.

Duties:—To provide support with the provision and maintenance of information technology services including computer set-ups, software installation, hardware maintenance and replacement of communications for the Port Arthur Sites.

Essential Requirements:—Current Drivers Licence.

Desirable Requirements:—Certificate III or IV in Information Technology.

Enquiries to David Nowell, Corporate Services Manager, Port Arthur Historic Site Management Authority, Port Arthur Tas 7182, phone (03) 6251 2303, fax (03) 6251 2322, mobile 0437 253 770, email david.nowell@portarthur.org.au.

Applications to Jane Bale, HR Administrator, Port Arthur Historic Site Management Authority, Port Arthur Tas 7182, phone (03) 6251 2306, fax (03) 6251 2322, email recruitment@portarthur.org.au.

PRIMARY INDUSTRIES, PARKS, WATER AND
ENVIRONMENT

AGRICULTURAL POLICY GROUP

Business Manager (706479).

Applications Close:—Friday, 30 July 2010.

Salary:—\$70,028 – \$82,717 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent part-time 29.40 hours per week.

Location:—Hobart or Launceston (subject to negotiation).

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

Pro rata salary is based on the above full-time rates.

Duties:—Co-ordinate the development and allocation of

budgets; provide advice and assistance to senior management through the budget cycle; and monitor and report on financial performance through the financial year.

Desirable Requirements:—A formal qualification in a relevant discipline would be an advantage. A current motor vehicle driver's licence.

Enquiries to Deidre Wilson, phone (03) 6233 2663, email Deidre.Wilson@dipwe.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, TAS, 7001, phone (03) 6233 3903, fax (03) 6233 3682, email job.applications@dipwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND
ENVIRONMENT

CORPORATE SERVICES

Human Resources Management

Senior HR Consultant (Pay and Conditions) (705812).

Applications Close:—Friday, 30 July 2010.

Salary:—\$70,028 – \$82,717 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

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

Duties:—Manage the accurate and efficient processing of payroll and employee entitlements for the Agency in accordance with relevant legislation, industrial awards/agreements, policies and procedures. This includes managing the interface of the payroll for purposes such as reconciliation and ensuring associated audit requirements are complied with.

Enquiries to Jackie Angel, Manager HR Operations, phone (03) 6233 5912, email Jackie.Angel@dipwe.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, TAS, 7001, phone (03) 6233 3903, fax (03) 6233 3682, email job.applications@dipwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND
ENVIRONMENT

RESOURCE MANAGEMENT AND CONSERVATION

Biodiversity Conservation

Geographic Information System Officer (706481).

Applications Close:—Friday, 30 July 2010.

Salary:—\$49,097 – \$79,912 p.a.

Tasmanian State Service Award, Professional Stream, Band 1/2.

Fixed-term full-time for 12 months.

Location:—Hobart.

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

Duties:—Provide high-level information technology services to the CVIS, including accurate data interpretation, entry and testing, quality assurance and data management to develop,

maintain, upgrade and analyse CVIS datasets and products to a high standard.

Essential Requirements:—A Degree in Science, Spatial Information Science, relevant to the professional duties to be undertaken, as provided by a university.

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

Enquiries to Kristy Goddard, phone (03) 6233 2667, email Kristy.Goddard@dpipwe.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, TAS, 7001, phone (03) 6233 3903, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

RESOURCE MANAGEMENT AND CONSERVATION

Biodiversity Conservation

GIS/Remote Sensing Officer (706482).

Applications Close:—Friday, 30 July 2010.

Salary:—\$49,097 – \$79,912 p.a.

Tasmanian State Service Award, Professional Stream, Band 1/2.

Fixed-term full-time for 24 months.

Location:—Hobart.

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

Duties:—Provide high-level Geographic Information System (GIS) and remote sensing services to create and analyse digital datasets to detect, delineate, classify, and verify vegetation change and extent across Tasmania, through implementation and refinement (where necessary) of an established methodology.

Essential Requirements:—A Degree in Science, Spatial Information Science, relevant to the professional duties to be undertaken, as provided by a university.

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

Enquiries to Anne Kitchener, phone (03) 6233 4501, email Anne.Kitchener@dpipwe.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, TAS, 7001, phone (03) 6233 3903, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

Staff Movements

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services	S. Walker	Continence Nurse Advisor	19.07.10
Health & Human Services	F. Addicoat	Deputy Chief Physicist (Education)	12.07.10
Premier & Cabinet	K. Bevis	TASINET Team leader	12.07.10
Primary Industries, Parks, Water & Environment	V. Gill	Senior Business Support Officer	14.07.10
Port Arthur Historic Site Management Authority	W. Richards-Gilholm	Senior Food & Beverage Assistant	15.07.10

Transfer of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Infrastructure, Energy & Resources	T. Sydes	Economic Development, Tourism & the Arts	Manager E-Marketing	26.07.10
Education	J. Cox	Health & Human Services	Administrative Officer	19.07.10

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	Production and Investment Manager	A. McPhail	6 months	21.07.10
Economic Development, Tourism & the Arts	Development Manager	E. Maloney	6 months	19.07.10
Economic Development, Tourism & the Arts	Senior Project Manager	K. Booth	6 months	19.07.10
Health & Human Services	Administration Officer	S. Macefield	6 months	12.07.10
Health & Human Services	Registered Nurse	M. Unwin	6 months	17.07.10
Health & Human Services	Receptionist	H. Poke	6 months	19.07.10
Health & Human Services	OH&S Coordinator	J. Perkins	6 months	16.08.10
Health & Human Services	Registered Nurse	K. Gatenby	6 months	17.07.10
Health & Human Services	Social Worker	C. Rochford	6 months	14.07.10
Health & Human Services	Registered Nurse	S. Rawlinson	6 months	19.07.10
Health & Human Services	Driver/Maintenance Officer	K. Hine	6 months	26.07.10
Health & Human Services	Registered Nurse	C. Breeze	6 months	17.07.10
Health & Human Services	Physiotherapist	J. Brodie	6 months	19.07.10
Health & Human Services	Registered Nurse	H. Cudmore	6 months	17.07.10
Health & Human Services	Tradesperson (Painter & Decorator)	S. Masatora	6 months	19.07.10
Health & Human Services	Registered Nurse	R. Smith	6 months	19.07.10
Health & Human Services	Registered Nurse	K. Price	6 months	17.07.10
Infrastructure, Energy & Resources	School Crossing Patrol Officer	K. Taylor	6 months	01.07.10
Infrastructure, Energy & Resources	Utility Officer	G. Brown	6 Months	19.07.10
Infrastructure, Energy & Resources	School Crossing Patrol Officer	T. Logan	6 months	12.07.10
Justice	Senior Registry Administration Officer	A. Parrott	6 months	21.07.10
Police & Emergency Management	Communications Technician	A. Marchant	6 months	12.07.10
Premier & Cabinet	Ministerial Driver	G. Webb	6 Months	19.07.10
Premier & Cabinet	Ministerial Driver	R. Wyllie	6 Months	07.07.10
Premier & Cabinet	Finance Manager	S. Green	6 Months	19.07.10
Primary Industries, Parks, Water & Environment	Field Officer	S. Tacey	6 months	19.07.10
Primary Industries, Parks, Water & Environment	Field Officer	A. Wright	6 months	01.07.10
Primary Industries, Parks, Water & Environment	Client Service Officer	A. Griffith	6 months	26.07.10
Primary Industries, Parks, Water & Environment	Client Service Officer	N. Chalmers	6 months	26.07.10
Treasury & Finance	Policy Analyst	S. Reid	6 months	02.08.10
Treasury & Finance	Administrative Officer	J. Jackson	6 months	15.07.10
Treasury & Finance	Principal Communications Officer	G. Bryant	6 months	02.08.10
Treasury & Finance	Senior Policy Analyst	R. Coleman	6 months	02.08.10
Tasmanian Polytechnic	Administrative Assistant	M. Connelly	3 months	12.07.10

Fixed-term Appointments of Greater than 12 Months

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	Operations Assistant	T. Campbell	12 months	19.07.10
Primary Industries, Parks, Water & Environment	Graduate Finance Analyst	L. Lockley	19 months	16.08.10
Treasury & Finance	Information Systems Project Manager	G. Plunkett	23 months	20.07.10

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	Senior HR Officer	E. Ferguson	21.07.10
Health & Human Services	Service Co-ordinator	L. Jacques	30.06.10
Health & Human Services	Service Co-ordinator	D. Montgomery	30.06.10
Health & Human Services	Disability Officer	J. Duncan	30.06.10
Health & Human Services	Service Co-ordinator	B. Dewhurst-Phillips	30.06.10
Health & Human Services	Child and Family Health Nurse	S. Lockhart	08.07.10
Health & Human Services	Disability Worker	D. Gower	30.06.10
Health & Human Services	Physiotherapist	N. Page	08.07.10
Health & Human Services	Disability Officer	L. Sheedy	30.06.10
Health & Human Services	Home Help	M. Hope	08.07.10
Health & Human Services	Service Co-ordinator	D. Jupp	30.06.10
Police & Emergency Management	Manager, Learning & Development	L. Griffiths	23.07.10
Primary Industries, Parks, Water & Environment	Planning Officer	A. Ross	07.07.10
Primary Industries, Parks, Water & Environment	Finance Analyst	N. Jolley	21.07.10
Primary Industries, Parks, Water & Environment	Clerk/Receptionist	S. Walker	16.07.10
Tasmanian Polytechnic	Teacher Aide	C. Matthews	09.07.10

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services	Enrolled Nurse	J. Bradley	03.07.10
Health & Human Services	Podiatrist	J. Wimmer	13.07.10
Health & Human Services	Specialist Physiotherapist	J. Stewart	12.07.10
Health & Human Services	Finance Officer	D. Hatchard	09.07.10
Health & Human Services	Home Help	L. O'Toole	07.07.10
Health & Human Services	Enrolled Nurse	B. Eastley	10.07.10
Infrastructure, Energy & Resources	Driver Testing Office	C. Lucas	15.07.10



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