



# TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER  
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## CONTENTS.

### VACANCIES—

Education.....	1854
Health and Human Services .....	1854
Infrastructure, Energy and Resources.....	1859
Justice .....	1860
Police and Emergency Management .....	1861
Port Arthur Historic Site Management Authority.....	1861

### STAFF MOVEMENTS—

Appointments .....	1862
Promotions.....	1862
Resignations .....	1863
Retirements.....	1862
Transfers .....	1862

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

## Vacancies—General Information

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

**[www.jobs.tas.gov.au](http://www.jobs.tas.gov.au)**

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

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

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

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

### *Further Information*

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

### *Submission of Applications*

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

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

### *Fixed-Term Appointment*

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

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

### *Fixed-Term Employment Registers*

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

## 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**

### EDUCATION

#### CORPORATE SERVICES

#### *Information and Technology Services*

#### Schools and Client IT Support

#### **Network Support Officer, Learning Services (South) (963539).**

Applications Close:—Friday, 6 January 2012.

Salary:—\$35,511 – \$44,233 p.a.

Tasmanian State Service Award, General Stream, Band 1.

Permanent full-time.

Location:—Learning Services (South).

**Description of the Role:**—To provide general ICT administrative and support tasks and duties for departmental computer systems. To provide support and professional development and training for staff and students using ICT resources, including troubleshooting and hardware support.

**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 and serious drug offences.

**Desirable Requirements:**—Certificate III or IV in Information Technology. A current driver's licence.

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 PDF 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 Scott Ashton, Department of Education, phone (03) 6232 7230, email **scott.ashton@education.tas.gov.au**.

Applications to Establishment Recruitment and Reporting Services, Department of Education, G.P.O. Box 169, Hobart, 7001, fax (03) 6233 7282, email **recruitment@education.tas.gov.au**.

### HEALTH AND HUMAN SERVICES

#### NORTH WEST AREA HEALTH SERVICE

#### *North West Regional Hospital*

#### **Manager, Physiotherapy Services (502079).**

Applications Close:—Friday, 6 January 2012.

Salary:—\$116,202 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, AHP Practitioner, Level 5, Year 3.

Permanent full-time day work, working 76 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—North West Area Health Service.

**Duties:**—If you are an experienced Physiotherapist who is passionate about delivering a high standard of service, fostering a positive and responsive team environment, and providing leadership and direction for future service provision, then this position may be just what you are looking for!

The North West Area Health Service is looking for a motivated and enthusiastic Physiotherapist who is seeking some further challenges and leadership opportunities in their career.

Your primary focus will be to provide leadership and direction in the management of physiotherapy services for the NWAHS including the development and implementation of service delivery policy, strategic planning and management of human, financial and physical resources. This will specifically involve co-ordinating the effective management of the physiotherapy services including planning, organisation, preparation and analysis of budgets, budgetary and service control, staff appointments, evaluation of practice and the maintenance of appropriate legislative and statistical records.

There will still be a requirement for some 'hands on' as you will manage a clinical caseload when required and assist with the provision of relief cover for therapists when positions are not staffed.

We place a great priority on education and teaching and we know you will too:—as you will maintain an active role in education, teaching and research within the physiotherapy service.

The North West coast of Tasmania provides an enviable lifestyle for work and recreational activities. Stunning scenery, outstanding forests, mountains, beaches and rivers provide so many pictures of nature at its best. Together with sporting and

social activities which are a vibrant and inherent part of the North West coast, the overall lifestyle is worth experiencing.

In addition to the superb location, we will offer you an attractive salary plus superannation and access to salary packaging. We will provide you with a modern and well resourced work environment and negotiable relocation assistance may be offered.

Please call Paula Hyland today for a confidential discussion about your application on 0459 115 993 or email: [Paula.Hyland@dhhs.tas.gov.au](mailto:Paula.Hyland@dhhs.tas.gov.au).

Desirable Requirements:—Current drivers license.

Essential Requirements:—Registered with the Physiotherapy Board of Australia.

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.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Human Resources, Department of Health and Human Resources, North West Area Health Service, P.O. Box 274, Ulverstone 7315 or email: [rlo.nwahs@dhhs.tas.gov.au](mailto:rlo.nwahs@dhhs.tas.gov.au).

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## HEALTH AND HUMAN SERVICES

### NORTH WEST AREA HEALTH SERVICE

#### *Primary Health Services North West*

#### **Hotel Service Assistant (502401).**

Applications Close:—Friday, 6 January 2012.

Salary:—\$40,625 – \$41,601 pro rata, per annum.

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

Permanent part-time shift work, working 48 hours per fortnight.

Location:—King Island Hospital and Health Centre.

Duties:—The North West Area Health Service wishes to recruit a Hotel Services Assistant to provide cleaning and catering services to the patients of the King Island Hospital and Health Centre.

Ideally, you will have experience in using various items of industrial cleaning equipment and chemicals, safely and efficiently and demonstrate your understanding of the use of hazard data.

Your communication and interpersonal skills will be of a high level and you will be able to work harmoniously within a team situation. It is important that you can work efficiently and effectively and exhibit a strict level of confidentiality.

The King Island Hospital and Health Center incorporates acute care, residential aged care and community services. We will offer you attractive remuneration, access to salary packaging and a welcoming and supportive work environment.

To seek further information about this position, please call Robyn Bridgewater on 6462 9900 or email: [robyn.bridgewater@dhhs.tas.gov.au](mailto:robyn.bridgewater@dhhs.tas.gov.au).

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.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Human Resources, Department of Health and Human Services, North West Area Health Service, P.O. Box 274, Ulverstone 7315 or email: [rlo.nwahs@dhhs.tas.gov.au](mailto:rlo.nwahs@dhhs.tas.gov.au).

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## HEALTH AND HUMAN SERVICES

### NORTHERN AREA HEALTH SERVICE

#### *Launceston General Hospital*

#### **Director, Human Capital (519067).**

Applications Close:—Friday, 30 December 2011.

Salary:—\$98,105 – \$105,650 p.a.

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

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

Location:—Northern Area Health Service.

Duties:—To lead the Northern Area Health Service workforce team using the principles of Human Capital and Stewardship to optimise the health outcomes for the community of the North.

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 John Kirwan, Department of Health and Human Services, phone (03) 6348 7043, email [john.kirwan@dhhs.tas.gov.au](mailto:john.kirwan@dhhs.tas.gov.au).

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Northern Area Health Service, Department of Health and Human Services, P.O. Box 1963, Launceston 7250.

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## HEALTH AND HUMAN SERVICES

### NORTHERN AREA HEALTH SERVICE

#### *Launceston General Hospital*

#### **Linen Assistant (various vacancies) (504947).**

Applications Close:—Friday, 30 December 2011.

Salary:—\$40,625 – \$41,601 pro rata, per annum.

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

Fixed-term part-time day work, working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence as soon as possible until 12 May 2012.

Location:—Northern Tasmanian Linen Service.

Duties:—In an industrial laundry environment, undertake duties relating to the processing of clean and soiled linen.

Enquiries to Tony Burgess, Department of Health and Human Services, phone (03) 6348 7934, email [tony.burgess@dhhs.tas.gov.au](mailto:tony.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, Northern Area Health Service, Department of Health and Human Services, P.O. Box 1963, Launceston 7250.

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## HEALTH AND HUMAN SERVICES

### NORTHERN AREA HEALTH SERVICE

#### *Launceston General Hospital*

#### **Physiotherapist (503789).**

Applications Close:—Friday, 6 January 2012.

Salary:—\$48,809 – \$78,311 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 1-2.

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

Location:—Physiotherapy Department, Launceston General Hospital.

Duties:—To provide physiotherapy assessments and treatments to patients serviced by the Launceston General Hospital Physiotherapy Department and Services supplied from that Department.

Desirable Requirements:—Current drivers licence.

Essential Requirements:—Registered with the Physiotherapy Board of Australia.

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 Shawn Lee, Department of Health and Human Services, phone (03) 6348 7216, email [shawn.lee@dhhs.tas.gov.au](mailto:shawn.lee@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, P.O. Box 1963, Launceston 7250.

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## HEALTH AND HUMAN SERVICES

### NORTHERN AREA HEALTH SERVICE

#### *Launceston General Hospital*

#### **Radiation Therapist (514317).**

Applications Close:—Friday, 30 December 2011.

Salary:—\$60,681 – \$88,179 p.a.

Radiation Therapists (Public Sector) Industrial Agreement 2009, Radiation Therapist, Level 1/2.

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

Location:—W.P. Holman Clinic.

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

Essential Requirements:—Entitled to be granted registration in Tasmania by the Medical Radiation Science Professionals Registration Board (MRSPRB) OR attainment of a provisional statement of accreditation from the Professional Accreditation Education Board (PAEB) of the Australian Institute of Radiography.

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 Helen Tubb, Department of Health and Human Services, phone (03) 6348 7159, email [helen.tubb@dhhs.tas.gov.au](mailto:helen.tubb@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, Northern Area Health Service, Department of Health and Human Services, P.O. Box 1963, Launceston 7250.

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## HEALTH AND HUMAN SERVICES

### NORTHERN AREA HEALTH SERVICE

#### *Primary Health Services North*

#### **Cook (507429).**

Applications Close:—Friday, 6 January 2012.

Salary:—\$42,602 – \$44,672 p.a.

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

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

Location:—St Marys Community Health Service.

Duties:—Undertake general cooking and catering duties, provide direction and supervision of kitchen staff in the performance of their duties, and ensure a high standard of food preparation and presentation for patient and staff meals.

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 Yvonne Webber, Department of Health and Human Services, phone (03) 6372 2111, email [yvonne.webber@dhhs.tas.gov.au](mailto:yvonne.webber@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, P.O. Box 1963, Launceston 7250.

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## HEALTH AND HUMAN SERVICES

## NORTHERN AREA HEALTH SERVICE

*Primary Health Services North***Multi Skilled Domestic (507156).**

Applications Close:—Friday, 30 December 2011.

Salary:—\$40,625 – \$41,601 pro rata, per annum.

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

Fixed-term casual shift work (fully rotational), as and when required, commencing as soon as possible to 8 January 2014.

Location:—Flinders Island Multi Purpose Centre.

Duties:—To carry out and assist in food preparation and cleaning within the kitchen areas, maintaining a high standard of hygiene. Assist in the cleaning of allocated areas with established standards and protocols. To provide a laundry service in compliance with established standards.

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 Jakki Bumford, Department of Health and Human Services, phone (03) 6359 2122, email jakki.bumford@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, P.O. Box 1963, Launceston 7250.

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## HEALTH AND HUMAN SERVICES

## NORTHERN AREA HEALTH SERVICE

*Primary Health Services North***Physiotherapist (506494).**

Applications Close:—Friday, 6 January 2012.

Salary:—\$75,005 – \$86,033 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 3.

Fixed-term full-time day work, commencing 27 February 2012 to 26 February 2013. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Primary Health North.

Duties:—To work as an effective member of the community physiotherapy team in the assessment, planning and delivery of physiotherapy services for clients and their carers in Northern Tasmania.

Desirable Requirements:—Current drivers licence.

Essential Requirements:—Registered with the Physiotherapy Board of Australia.

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 Pat Wrigley, Department of Health and Human Services, phone (03) 6336 4128, mobile 0427 362 669, email [pat.wrigley@dhhs.tas.gov.au](mailto:pat.wrigley@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, P.O. Box 1963, Launceston 7250.

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## HEALTH AND HUMAN SERVICES

## SOUTHERN TASMANIA AREA HEALTH SERVICE

*Royal Hobart Hospital***Cook—2 Vacancies.**

Applications Close:—Thursday, 5 January 2012.

Salary:—\$51,137 – \$55,664 p.a.

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

Vacancy No. 520517.

Permanent full-time day worker, not working weekends but working public holidays.

Location:—Royal Hobart Hospital.

Vacancy No. 508061.

Permanent full-time day worker, not working weekends but working public holidays.

Location:—Royal Hobart Hospital.

Duties:—Undertake the preparation, cooking, and chilling of all meals, including therapeutic diets for all customers for whom service is required. Assist with the preparation of requirements for special functions, buffets, dinners, etc. Assist with cleaning of equipment and facility. Prepare food requirements in accordance with standard recipes.

Essential Requirements:—Relevant Trades Qualification.

Enquiries to Ian Norris, Department of Health and Human Services, phone (03) 6222 7192, email [ian.norris@dhhs.tas.gov.au](mailto:ian.norris@dhhs.tas.gov.au).

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Stafflink Recruitment Services, Department of Health and Human Services, G.P.O. Box 1061, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

## SOUTHERN TASMANIA AREA HEALTH SERVICE

*Royal Hobart Hospital***Laboratory Assistant (516958).**

Applications Close:—Thursday, 5 January 2012.

Salary:—\$42,602 – \$44,672 pro rata, per annum.

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

Permanent part-time day worker, working 50 hours per fortnight.

Location:—Pathology Services, Royal Hobart Hospital.

Duties:—Autoclave all laboratory waste. Wash laboratory glassware according to required specifications. Maintain and oversee wash-up and waste disposal area. Assist in the maintenance of protocols, equipment, quality control and supplies of consumables to laboratories to ensure an uninterrupted service as far as possible.

Enquiries to David Jones, Department of Health and Human Services, phone (03) 6222 8909, email david.jones@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Stafflink Recruitment Services, Department of Health and Human Services, G.P.O. Box 1061, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

### SOUTHERN TASMANIA AREA HEALTH SERVICE

#### *Royal Hobart Hospital*

#### **Senior Medical Scientist (510224).**

Applications Close:—Thursday, 5 January 2012.

Salary:—\$75,005 – \$86,033 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 3.

Permanent full-time day worker (with oncall).

Location:—Pathology Services, Royal Hobart Hospital.

Duties:—Provide professional direction and support on a daily basis to other professional and technical staff in the Microbiological serology section ensuring that all staff receive adequate training in all techniques and procedures used in the section. Perform routine and specialised tests in the area of Microbiological serology with accurate documentation of results and reports. Interpret and report serological results and liaise with approved health care professionals.

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

Enquiries to David Jones, Department of Health and Human Services, phone (03) 6222 8909, email david.jones@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Stafflink Recruitment Services, Department of Health and Human Services, G.P.O. Box 1061, Hobart 7001.

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## HEALTH AND HUMAN SERVICES

### STATEWIDE AND MENTAL HEALTH SERVICES

#### *Health and Wellbeing Services*

#### *Oral Health Services*

#### **Dental Prosthetist (517359).**

Applications Close:—Friday, 6 January 2012.

Salary:—\$48,809 – \$78,311 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 1-2.

Permanent full-time daywork.

Location:—Oral Health Services Tasmania, South.

Duties:—Provide prosthetic services in accordance with the policies and guidelines of Oral Health Services Tasmania, including the assessment and management of complex patient care plans. Refer clients to appropriate specialists for additional treatment.

Essential Requirements:—Registered with the Dental Board of Australia.

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 Carolynne Smith, Department of Health and Human Services, phone (03) 6214 5462, email carolynne.smith@dhhs.tas.gov.au.

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

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## HEALTH AND HUMAN SERVICES

### STATEWIDE AND MENTAL HEALTH SERVICES

#### *Mental Health Services South*

#### **Community Mental Health Nurse—CAT (505020).**

Applications Close:—Friday, 6 January 2012.

Salary:—\$54,527 – \$74,620 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1 to Grade 4 Year 4.

Permanent full-time shiftwork.

Location:—Adult Community Mental Health Service, South.

Please Note: Access to the Grade 4 salary range \$70,558-\$74,620 is subject to successful application for progression to Grade 4.

As a member of a multidisciplinary Crisis Assessment and Treatment (CAT) team within the Adult Community Mental Health Services (ACMHS), the CAT clinician delivers high quality specialist mental health services, and provides crisis assessment and community based treatment that is client and carer focused, evidenced based, outcome orientated and time limited, in accordance with the Mental Health Services Strategic Plan, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia and possesses specialist tertiary graduate or postgraduate mental health/psychiatric nursing qualification; or completed, prior to the transfer of nurse education to the tertiary sector, a hospital based training program that resulted in previous registration as a psychiatric nurse by the relevant nurse registration authority within Australia, New Zealand or the United Kingdom.

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 Sharmayne Batt, Department of Health and Human Services, phone (03) 6211 5000, mobile 0439 011 203, email sharmayne.batt@dhhs.tas.gov.au.

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

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## INFRASTRUCTURE, ENERGY AND RESOURCES

### MINERAL RESOURCES TASMANIA

#### *Metallic Minerals and Geochemistry*

#### **Senior Geologist (420091).**

Applications Close:—Thursday, 5 January 2012.

Salary:—\$90,309 – \$96,458 p.a.

Tasmanian State Service Award, Professional Stream, Band 3.

Permanent full-time.

Location:—Rosny.

Duties:—Undertake a management role in the supervision of Exploration and Retention Licences and Mining Leases. Participate in EL supervision in the field, assess work programs and actively interact with relevant Exploration Companies. Assist the Managing Geologist in the management of the Metallic Minerals and Geochemistry Branch. Plan and carry out tasks associated with the development and ongoing curation of geoscientific databases for GIS and the TIGER information system. Undertake and lead field based projects associated with increasing the prospectivity of Tasmania. Undertake laboratory examination and evaluation of material and data collected during field projects and prepare the results for Departmental publications. Prepare and disseminate information to promote mineral exploration in Tasmania and increase the level of its activity. Contribute to the development of three-dimensional geological models of Tasmania. Prepare reports for Departmental publications on any aspects of work undertaken.

Essential Requirements:—Satisfactory completion of a Degree in Science from a recognised tertiary institution.

Desirable Requirements:—Considerable background experience in geoscience, with demonstrable expertise in an area of specialisation in geoscience, especially in an area relevant to mineral discovery in Tasmania. Considerable experience with GIS, including the demonstrated capacity to inform and influence output from high level technical staff in this area to produce products required to attract investment in mineral exploration in a competitive environment.

Experience with hyperspectral scanning, particularly with the HyLogger, would be highly regarded.

Enquiries to Geoff Green, Managing Geologist, Department of Infrastructure, Energy and Resources, P.O. Box 56 Rosny Park 7018, phone (03) 6233 8335, fax (03) 6233 8338, email [geoff.green@dier.tas.gov.au](mailto:geoff.green@dier.tas.gov.au).

Applications to HR Operations, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart Tas 7001, phone (03) 6233 6396, fax (03) 6233 5337, email [recruitment@dier.tas.gov.au](mailto:recruitment@dier.tas.gov.au).

## INFRASTRUCTURE, ENERGY AND RESOURCES

### PASSENGER TRANSPORT

#### *Passenger Transport Services*

#### **Cadet Contract Administration Officer (373466).**

Applications Close:—Tuesday, 31 January 2012.

Salary:—\$38,480 – \$59,236 p.a.

Tasmanian State Service Award, Cadet.

Fixed-term full-time up to 6 years.

Location:—Hobart.

The Department of Infrastructure, Energy and Resources (DIER) is committed to the employment of Cadets. The Department recognises the key role cadets play in bringing a range of skills to the workplace including contemporary practices, different ways of viewing situations and the contribution and influence they have on re-invigorating the workforce.

What is a Cadetship? A cadetship provides the opportunity for individuals to study part-time for an appropriate tertiary degree while gaining relevant work experience. The combination of practical 'on-the-job' and academic 'off-the-job' training provides exposure to a large variety of issues including policy and financial management. A cadet receives paid time off to attend lectures, tutorials and exams. Cadetships provide for the payment of University administration fees (up to a pre-determined amount).

Duties:—Maintain transport route maps, timetables and other information in the Branch's Geographic Information Systems (GIS) and other associated systems. Assist with meeting post-payment monitoring responsibilities by undertaking data interrogation, analysis and reporting within defined guidelines. Perform administrative tasks relating to the implementation and operation of an electronic concession verification and payment system. Prepare survey reports including details of all bus stops, times, kilometres, schools and student numbers and other administrative functions associated with RPT services. Conduct, as part of a team, audits of RPT services within provided audit framework and review RPT applications against set criteria to support Branch advice to the Commission for Transport. Undertake clerical tasks relating to the administration of claims and contract adjustments.

Essential Requirements:—Currently studying towards or acceptance into a three or four year Bachelor degree in Information Management, Business Information Systems, Business Management or a similar discipline.

Desirable Requirements:—Current Driver's Licence.

Enquiries to Andrew Mullen, Manager Passenger Transport Contracts, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart TAS 7001, phone (03) 6233 8207, fax (03) 6233 5377, email [andrew.mullen@dier.tas.gov.au](mailto:andrew.mullen@dier.tas.gov.au).

Applications to HR Operations, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart Tas 7001, phone (03) 6233 6396, fax (03) 6233 5337, email [recruitment@dier.tas.gov.au](mailto:recruitment@dier.tas.gov.au).

## INFRASTRUCTURE, ENERGY AND RESOURCES

## ROADS AND TRAFFIC

*Traffic and Infrastructure***Manager Planning and Design (371844).**

Applications Close:—Friday, 13 January 2012.

Salary:—See Below.

Classification:—See Below.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart.

Salary Information:—Where the Essential Requirement is met the successful applicant will be appointed to Engineer Band C Level 10 (\$101,347 pa) under The Department of Infrastructure, Energy and Resources (DIER) Roads and Traffic Engineers Industrial Agreement 2008.

Where the Essential Requirement is not met the successful applicant will be appointed to General Stream, Band 8 (\$98,977 to \$106,612 pa) under the Tasmanian State Service Award.

Duties:—Plan and organise the long-term strategic direction for transportation planning and develop and implement planning programs and processes to achieve solutions that contribute significantly to Departmental and Government priorities and objectives.

Exercise high level judgement in leading, managing and setting the strategic direction for the Planning and Design Section including developing strategies to ensure appropriate prioritisation of projects and effective management of human and financial resources to deliver priority outcomes.

Provide high level advice, guidance and direction to project managers and oversee the progression of network development projects and the preparation of reports required for the delivery of specific projects consistent with the ten-year Capital Investment Program.

Build and maintain effective relationships with stakeholders including Council officers, developers and utility service organisations on issues relating to State Road Network development to achieve collaborative outcomes in consideration of relevant guidelines and standards.

Prepare and deliver high quality reports, correspondence, and presentations to a range of stakeholders and represent the Department at various forums including meetings with the community, industry and politicians as well as attendance at planning tribunals, commissions and inquiries.

Essential Requirements:—There are no essential requirements for appointment under the Tasmanian State Service Award.

To be eligible for appointment under the DIER Roads and Traffic Engineers Industrial Agreement 2008 the appointee must meet the following essential requirement:.

Satisfactory completion of a relevant 4 year (minimum) university degree in engineering that is accredited by Engineers Australia; or satisfactory completion of academic qualifications in Engineering that are recognised by Engineers Australia as being an equivalent qualification.

Desirable Requirements:—Qualifications and/or substantial experience in transport planning or an associated discipline.

Current Driver's Licence.

Enquiries to Simon Buxton, Director, Traffic and Infrastructure, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart TAS 7001, phone (03) 6233 5276, fax (03) 6233 3581, email [simon.buxton@dier.tas.gov.au](mailto:simon.buxton@dier.tas.gov.au).

Applications to HR Operations, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart TAS 7001, phone (03) 6233 6396, fax (03) 6233 5337, email [recruitment@dier.tas.gov.au](mailto:recruitment@dier.tas.gov.au).

## JUSTICE

## PRISON INFRASTRUCTURE REDEVELOPMENT PROGRAM

**Program Manager PIRP Stage D (356371).**

Applications Close:—Friday, 6 January 2012.

Salary:—\$116,608 – \$134,099 p.a.

Tasmanian State Service Award, General Stream, Band 9.

Fixed-term full-time for a period of 3 years.

Location:—Southern Region.

Duties:—Provide high level leadership and management of PIRP Stage D team and contractors. Build and manage the project frameworks and develop appropriate accountability mechanisms. Provide high level strategic advice and support to Project Steering Committees and complete the Program objectives within agreed budget and timeframes.

Essential Requirements:—Demonstrated project management experience in significant infrastructure/facility development.

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:—Relevant tertiary qualification. Current driver's licence.

Enquiries to Robert Williams, Director Corrective Services, Department of Justice, phone (03) 6233 2161, email [robert.williams@justice.tas.gov.au](mailto:robert.williams@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](mailto:applications@justice.tas.gov.au).

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

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than four attachments in either Microsoft Word format, PDF 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. Late applications will not be accepted.



## POLICE AND EMERGENCY MANAGEMENT

## TASMANIA FIRE SERVICE

*North West Region***Station Officer North West Region—2 Vacancies.**

Applications Close:—Monday, 9 January 2012.

Salary:—\$81,353 p.a.

Tasmania Fire Fighting Industry Employees Award 2000, Station Officer.

Vacancy No. 521533.

Permanent full-time.

Location:—North West Region.

Vacancy No. 521534.

Permanent full-time.

Location:—North West Region.

Duties:—Manage assigned personnel and physical resources to provide effective emergency response and community preparedness, including the supervision of operations at emergency incidents and implementation of community fire safety and education programs.

Essential Requirements:—Tasmanian Fire Fighting Industry Employees Award 2000 (or equivalent) qualifications for appointment/promotion to the rank of Station Officer.

These qualifications require the acquisition of competencies required by the TFS up to and including Leading Firefighter and evidence of current competence for those competencies.

Desirable Requirements:—Meet the medical requirements of the TFS. Have a high standard of health and fitness. Able to work at heights or in confined spaces. Hold a current driver's licence with 'MR' endorsement.

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 Mark Klop on (03) 6434 6730 or from [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au).

Enquiries to Mark Klop on (03) 6434 6730.

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

PORT ARTHUR HISTORIC SITE MANAGEMENT  
AUTHORITY

## CONSERVATION AND INFRASTRUCTURE

**Conservation Project Officer (Archaeology Collections)  
(CIPOAC11).**

Applications Close:—Friday, 13 January 2012.

Salary:—\$67,288 – \$69,753 pro rata, per annum.

Port Arthur Historic Site Management Authority Award, Professional Stream, Band 1.

Fixed-term full-time 8 months.

Location:—Port Arthur.

Duties:—To assist in the audit and cataloguing of the Port Arthur Historic Site Management Authority's (PAHMSA) archaeological artefact collection as part of a new initiative to enhance access to this material for research and management purposes and to develop best practice processes and procedures for the accessioning and curation of archaeological materials.

Essential requirements:—Evidence of the following must be produced before taking up this position:

Tertiary qualification in Archaeology or a relevant cultural heritage related discipline.

Desirable Requirements:—Current driver's licence.

Enquiries to Dr Jody Steele, Heritage Programs Manager, Port Arthur Historic Site Management Authority, phone (03) 62512336, mobile 0407339118, email [jody.steele@portarthur.org.au](mailto:jody.steele@portarthur.org.au).

Applications to Caitlin Vertigan, Human Resources Officer, Port Arthur Historic Site Management Authority, 6973 Arthur Highway, Port Arthur, TAS, 7182, phone (03) 62512329, fax (03) 62512322, email [recruitment@portarthur.org.au](mailto:recruitment@portarthur.org.au).

## Staff Movements

### *Permanent Appointments*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Education	Teacher	S. Loone	12 months	01.01.12
Health & Human Services	Speech Pathologist	L. Cuthbert	6 months	24.11.11
Health & Human Services	Registered Nurse	A. Crawford	6 months	09.12.11
Health & Human Services	Dental Assistant	E. Curran	6 months	19.12.11

### *Extension or Renewal of Fixed-term Appointments Beyond 12 Months*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect</i>
Primary Industries, Parks, Water & Environment	Research Officer	K. Simpson	24 months	04.02.12
Primary Industries, Parks, Water & Environment	Technical Officer (Save the Tasmanian Devil Program)	S. La Falci	2 years and 5 months	25.12.11

### *Promotion of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services	S. Beeston	Physiotherapist-Transition Care Project	19.12.11
Justice	A. Verdouw	Team Leader	15.12.11
Primary Industries, Parks, Water & Environment	A. Hodgman	Coordinator Arbor	19.12.11

### *Retirement of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Teacher	J. Latimer	31.12.11
Health & Human Services	Nurse Unit Manager	J. Bradford	09.12.11
Infrastructure, Energy & Resources	Senior Technical Officer Asset Management	B. Watson	16.12.11
Police & Emergency Management	Senior Project Manager	I. Latham	04.01.12
Premier & Cabinet	Executive Assistant	J. Best	16.12.11
Primary Industries, Parks, Water & Environment	Quarantine Officer	C. Tennant	15.12.11
Tasmanian Skills Institute	Teacher	F. Weedon	31.12.11

### *Transfer of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services	D. Ulberg	Economic Development, Tourism & the Arts	Administrative Assistant	15.12.11
Health & Human Services	N. Wise	Public Trustee	Finance Officer	09.12.11

*Resignation of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services	Linen Assistant	J. Smith	09.12.11
Health & Human Services	Pharmacist	J. Milton	15.12.11
Health & Human Services	Property Officer	J. Jenkins	22.11.11
Health & Human Services	Registered Nurse	C. Brennan	13.12.11
Health & Human Services	Communication and Property Manager	R. Haslock	09.12.11
Health & Human Services	Finance Services Officer	V. Lush	02.12.11
Health & Human Services	Ward Clerk	E. Barry	16.12.11
Health & Human Services	Staff Specialist (Anaesthetics)	A. MacKinlay	14.12.11
Health & Human Services	Radiation Therapist	M. McCarron	09.12.11
Health & Human Services	Maintenance Support Officer	L. Langmaid	09.12.11
Health & Human Services	Priority Placement Employee	A. Foon	02.12.11
Health & Human Services	Home Maintenance Officer	K. Ludbey	16.12.11
Health & Human Services	Registered Nurse	J. Harding	14.12.11
Health & Human Services	Registered Nurse	C. O'Brien	26.11.11
Health & Human Services	Community Nurse	L. Commene	09.12.11
Health & Human Services	Medical Equipment Procurement Coordinator	D. Donnell	14.12.11
Justice	Investigation Officer	J. Jones	16.12.11
Primary Industries, Parks, Water & Environment	Quarantine Officer	J. King	19.12.11
Treasury & Finance	Principal Policy Analyst	K. Besharati	19.12.11
Port Arthur Historic Site Management Authority	Accounts Receivable Officer	S. Carr	30.11.11



# Our conscience is crystal clear.

## Together we can make a difference.

Print Applied Technology remains ever vigilant in reducing the impact of its operations on the environment, and environmental management within our production facilities is considered a critical aspect of our business.

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The use of the highly guarded FSC trademark now also allows our customers to demonstrate their commitment to the growth of responsible forest management. Further to this, we can now share with you the knowledge that areas of natural wealth and endangered wildlife habitat are not being adversely affected as a consequence of our paper sourcing policy.

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For further information please contact Print Applied Technology or visit [www.fscaustralia.org](http://www.fscaustralia.org)



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