



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

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Smithton Primary School

Project Officer, Circular Head Federation, Smithton Primary School (964777).

Applications Close:—Friday, 15 July 2011.

Salary:—\$69,753 – \$72,946 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Fixed-term full-time from as soon as possible to 22 December 2011.

Location:—Smithton Primary School.

Description of the Role:—Work in schools as a member of a multi-disciplinary Federation Support Team to provide a mentoring and support service to students and families. Contribute to capacity building of school communities to improve transition, attendance and retention.

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:—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 RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

For a copy of the Statement of Duties please contact Maryanne Ryan, phone 0400 159 550, email: **maryanne.ryan@education.tas.gov.au**.

Enquiries to Maryanne Ryan, Department of Education, phone 0400 159 550, email **maryanne.ryan@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

STRATEGIC POLICY AND PERFORMANCE

Aboriginal Community Facilitator, Jordan River Learning Federation (964139).

Applications Close:—Friday, 15 July 2011.

Salary:—\$69,753 – \$72,946 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Fixed-term full-time from As soon as possible to 30 June 2013.

Location:—Jordan River Learning Federation.

Context:—Through the COAG Indigenous Early Childhood Development National Partnership agreement, a Children and Family Centre will be established at Bridgewater with an annex at Geeveston. Both centres will provide universal access for all children in the early childhood years and their families, with a particular focus on the birth-to-3 age group. Services will be integrated and will include early learning, child care, and parent and family support services with particular focus on Indigenous children and families. Other services such as antenatal and child and maternal health services are also high priority services for inclusion in the centres. The Bridgewater Children and Family Centre will be a component of the Bridgewater/Brighton Learning Federation.

Description of the Role:—Facilitate networks and relationships in communities to increase social inclusion for Indigenous groups and individuals in designated areas by identifying opportunities for participation through community consultation and engagement. Facilitate the establishment of Tasmanian Government social infrastructure, in particular the Children and Family Centre by identifying the needs of Indigenous parents/caregivers and families with children aged from birth to school age.

Essential Requirements:—Aboriginality. The State Service Commissioner has determined that this is an Aboriginal Identified Position and that it will be filled in accordance with the Guidelines for Aboriginal Employment.

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.

Desirable Requirements:—An appropriate qualification, such as a certificate in Child Care, Early Childhood Education, Health Care, Community Development or a related field.

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 Anne French, Department of Education, phone (03) 6233 7500, email anne.french@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

Paramedic Intern (Multiple State-wide Vacancies).

Applications Close:—Friday, 15 July 2011.

Salary:—\$47,975 p.a.

Tasmanian Ambulance Service Award, Paramedic Intern.

Fixed-term full-time shift work. Commencing as soon as possible for a period of 24 months to enable successful completion of the Ambulance Tasmania Graduate Programme.

Location:—Multiple state-wide Paramedic Intern vacancies are available.

Duties:—Under the direct supervision of a suitably qualified Paramedic provide pre-hospital care in a competent and expedient manner and transport patients by ambulance or other appropriate means. Successfully progress through the Ambulance Tasmania Graduate Programme completing practical and theoretical assessments as required. Annual salary inclusive of shift penalties \$61,331 per annum.

Essential Requirements:—Holds a Bachelor of Paramedic Science or other qualification as approved by the Service.

Physical fitness, medical suitability and psychological characteristics appropriate to the duties of a Paramedic.

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, crimes involving dishonesty, and serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Wolfgang Rechberger, Department of Health and Human Services, phone (03) 6336 5770, email wolfgang.rechberger@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

AMBULANCE TASMANIA

Patient Transport Officer (Relief) (502023).

Applications Close:—Friday, 15 July 2011.

Salary:—\$46,183 – \$49,324 pro rata.

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

Fixed-term casual working as and when required for a period of 12 months.

Location:—North West.

Duties:—To provide an efficient and safe transport service for stable patients, agency staff, public hospital and ambulance stores and equipment as required. To work as a member of a team providing routine transport of stable patients particularly in support of public hospital inpatients, outpatients and day surgery patients.

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, crimes involving dishonesty, and serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Yolanda Loh, Department of Health and Human Services, phone (03) 6211 7252, email yolanda.loh@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

Disability Consultant (Gateway) (519513).

Applications Close:—Friday, 15 July 2011.

Salary:—\$75,145 – \$86,530 p.a.

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

Permanent full-time day work.

Location:—Disability and Community Services, Hobart.

Duties:—The Disability Consultant will provide high level advice and support to the Area Gateway Services (a community based intake and assessment service) to enable them to provide an effective service to people with a disability and their families and carers. Provide specialist advice and support to the Gateway and the Disability and Community Services Area Office in the management of complex system and service responses to people with a disability. The position provides high-level advice to the Disability Area Manager on strategic policy, planning and service development issues and initiatives.

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, crimes involving dishonesty, and serious

traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Annie Curtis, Department of Health and Human Services, phone (03) 6230 7600, email annie.curtis@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Case Manager, Community Options (519454).

Applications Close:—Friday, 15 July 2011.

Salary:—\$57,401 – \$66,374 p.a.

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

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

Location:—George Town Hospital and Community Centre.

Duties:—To provide a Community Options model of case management service to frail older and younger disabled clients and their carers with complex needs within the Home and Community Care (HACC) target population.

Desirable Requirements:—Current unrestricted drivers licence.

Enquiries to Pat Wrigley, Department of Health and Human Services, phone (03) 6336 4128, email 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

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Domestic Assistant (505878).

Applications Close:—Friday, 15 July 2011.

Salary:—\$40,625 – \$41,601 p.a.

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

Permanent part-time day work, not working weekends but working public holidays, 20 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Deloraine District Hospital.

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

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, crimes involving dishonesty, and serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Lester Jones, Department of Health and Human Services, phone (03) 6362 5000, email lester.jones@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Maintenance Officer/Transport Driver (504578).

Applications Close:—Friday, 22 July 2011.

Salary:—\$42,602 – \$44,672 p.a.

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

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

Location:—North East Soldiers Memorial Hospital, Scottsdale.

Duties:—Carry out a wide range of non trade maintenance services for the North East Soldiers Memorial Hospital and ancillary buildings and equipment. Assist in the maintenance of gardens and grounds of the North East Soldiers Memorial Hospital and ancillary sites, the provision of efficient transport service to the Dorset municipality for clients, general maintenance activities at the NESM Hospital, and provide on call service to attend breakdowns after hours.

Desirable Requirements:—Current Medium Rigid and PV Licence. First Aid Certificate.

Essential Requirements:—Current Driver's Licence.

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

Enquiries to Sue Bucher, Department of Health and Human Services, phone (03) 6352 5523, email sue.bucher@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****Non-Tradesperson Cook (520204).***

Applications Close:—Friday, 15 July 2011.

Salary:—\$42,602 – \$44,672 p.a.

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

Permanent part-time shift work, working 36 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Campbell Town Health and Community Service.

Duties:—Responsible for the preparation of meals at the highest quality in hygienic conditions in accordance with legislative requirements. Direction and supervision of kitchen staff in the performance of their duties.

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

Enquiries to Patsy Burgess, Department of Health and Human Services, phone (03) 6381 3300, email patsy.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, P.O. Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES

POPULATION HEALTH

Tobacco Control Officer (South) (513636).

Applications Close:—Friday, 15 July 2011.

Salary:—\$57,401 – \$66,374 pro rata.

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

Fixed-term part-time day work for 45.6 hours per fortnight from As soon as possible for a period of 12 months. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Hobart.

Duties:—Responsible for implementation of tobacco control activities including the preparation of accurate reports, including briefs of evidence for court prosecutions, and assist with the development and implementation of strategies and actions in relation to government policy on environmental tobacco smoke.

Desirable Requirements:—Understanding of tobacco control issues and relevant legislation, including sales to minors, advertising and display restrictions and the health effects of tobacco use. Ability to take a lead role in enforcement activities (including warning retailers about breaches of relevant sections of the Public Health Act 1997, preparation of prosecution briefs, issuing of infringement notices, liaison with Government and non Government Agencies, Nominated Officers, DHHS' Environmental Health Officers and the public) and representing

the Agency in guilty plea or no plea court cases. An appreciation of health outcomes approaches as they relate to public health. Good oral and written communication skills, including proven ability to work as a team member.

Enquiries to Kylie Thomson, Department of Health and Human Services, phone (03) 6222 7716, email kylie.thomson@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

POPULATION HEALTH

Tobacco Licensing Officer (511112).

Applications Close:—Friday, 15 July 2011.

Salary:—\$45,265 – \$49,325 pro rata.

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

Fixed-term part-time day work, working 45.6 hours per fortnight, commencing as soon as possible for a period of 12 months.

Location:—Hobart or Launceston.

Duties:—Undertake the licensing of tobacco retailers in Tasmania through the processing of applications, maintenance of records and provision of information to tobacco retailer and other stakeholders.

Desirable Requirements:—Sound oral and written communication and interpersonal skills and the ability to give clear, accurate and appropriate advice on licensing matters. Well developed organisational skills and the ability to use initiative and discretion appropriately in a team environment. Demonstrated office management skills together with an understanding of Agency procedures.

Enquiries to Kylie Thomson, Department of Health and Human Services, phone (03) 6222 7716, email kylie.thomson@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

Clinical Nurse, Research Jack Jumper Allergy Program (508960).

Applications Close:—Friday, 15 July 2011.

Salary:—\$50,761 – \$70,230 pro rata.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1a to Grade 4 Year 2.

Fixed-term part-time day work, working 12 hours per fortnight, commencing As soon as possible for a period of twelve months.

Location:—North West Regional Hospital, Burnie.

PLEASE NOTE: The working hours for this role are 11:00am to 5:00pm every Tuesday.

PLEASE ALSO NOTE: Access to the Grade 4 salary range \$68,670 - \$70,230 is subject to successful application for progression to Grade 4.

Duties:—Assist in undertaking research developing a desensitisation therapy for severe anaphylaxis to the sting of the 'Jack Jumper' ant, by utilising a problem solving approach to complete delegated activities associated with the trial, and collaborating with other members of the research team to achieve the project aims.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia.

Enquiries to Jenny Gudden, Department of Health and Human Services, mobile 0409 855 988, email jenny.gudden@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

Dietitian—4 Vacancies.

Applications Close:—Friday, 15 July 2011.

Salary:—\$46,914 – \$75,272 p.a.

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

Vacancy No. 508220.

Permanent part-time day work, working 48.6 hours per fortnight.

Location:—Royal Hobart Hospital.

Vacancy No. 508220.

Fixed-term full-time day work, commencing as soon as possible until 3 February 2012.

Location:—Royal Hobart Hospital.

Vacancy No. 508220.

Fixed-term full-time day work, commencing as soon as possible until 3 February 2012.

Location:—Royal Hobart Hospital.

Vacancy No. 508220.

Fixed-term full-time day work, commencing as soon as possible until 10 January 2012.

Location:—Royal Hobart Hospital.

PLEASE NOTE: Part-time hours will also be considered as flexible working options allow each of these vacancies to be filled by more than one applicant.

Duties:—Provide the clinical dietetic service in designated work areas and assist in the development and operation of the Nutrition and Dietetic Service. Be a resource for the community and for other health workers.

Essential Requirements:—Approved Bachelor of Science degree, or equivalent, from a University or other tertiary institution, majoring in appropriate subjects, and a graduate diploma or post graduate degree course in dietetics of one or two years, or an approved four year undergraduate degree majoring in nutrition and dietetics at a recognised Australian tertiary institution, or a pass in the Dietitians Association of Australia (DAA) examination in dietetics for overseas trained dietitians.

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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary check in previous employment check.

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

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

Staff Specialist, Geriatric Medicine (515931).

Applications Close:—Friday, 22 July 2011.

Salary:—To be negotiated.

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

Permanent full-time day work.

Location:—Southern Tasmania Area Health Service.

PLEASE NOTE: Intrastate travel is required.

Duties:—We are looking for the right person to join five geriatricians in a growing and innovative team. We work in close collaboration with the University of Tasmania, The Wicking Dementia Research and Education Centre, Aged Care Psychiatry, local service providers including aged care facilities, and hospitals. The Royal Hobart Hospital is in the process of designing and building a totally new hospital which will provide all aspects of aged care. We provide in-patient and out-reach services, and have a well developed multidisciplinary team which includes nurse practitioners. It is anticipated that the applicant will have a conjoint appointment with the university.

Essential Requirements:—Specialist or limited registration with the Medical Board of Australia in a relevant specialty.

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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary check in previous employment check.

Enquiries to Dr Jane Tolman, Department of Health and Human Services, mobile 0411 235 529, email jane.tolman@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
Alcohol and Drug Services

Enrolled Nurse (501358).

Applications Close:—Friday, 15 July 2011.

Salary:—\$49,373 – \$52,220 p.a.

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

Permanent part-time shiftwork, working 40 hours per fortnight.

Location:—Detoxification Unit, Hobart.

Duties:—The appointee will primarily be involved in the assessment and management of persons presenting at the Alcohol and Drug Service Inpatient Withdrawal Unit. You will work in a clinical setting providing medicated and non-medicated detoxification services, alongside a multidisciplinary team including nursing, medical and para-professional staff. You will provide direct nursing care following established nursing procedures.

You will be an Enrolled Nurse with experience in clinical alcohol and drug interventions. However, applications are encouraged from Enrolled Nurses wishing to enter this specialist area of nursing practice. You will be self-motivated and directed, able to work in a small group on a 24/7 rotational roster basis, including nights and weekend shifts in accordance with established procedures and guidelines. Shift penalties apply with this position when working after-hour or weekend rosters.

The Inpatient Withdrawal Unit is centrally located at St Johns Park, New Town.

Essential Requirements:—Registered with the Nursing and Midwifery 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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary check in previous employment check.

Enquiries to Allan Purcell, Department of Health and Human Services, phone (03) 6230 7970, email allan.purcell@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
Forensic Mental Health Services

Psychiatric Registrar (513791).

Applications Close:—Friday, 2 September 2011.

Salary:—\$76,312 – \$90,582 p.a.

Salaried Medical Practitioners (AMA Tasmania/DHHS) Agreement 2009, Specialist Medical Practitioner in Training Level 1 (Salary commensurate with qualifications and experience).

Fixed-term full-time daywork, with on call, commencing as soon as possible to 13 January 2012.

Location:—Forensic Health Services, Hobart.

Duties:—The Department of Health And Human Services seeks to employ a Registrar in Psychiatry who wishes to gain experience in the area of Forensic Mental Health. This is an essential position within the Forensic Health Services which incorporates work within the Wilfred Lopes Centre, the Risdon Prison Complex and Community Forensic Mental Health Services. This is a short term contract for 6 months.

Essential Requirements:—General or limited registration with the Medical 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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary check in previous employment check.

Enquiries to Trizia Cangelosi, Department of Health and Human Services, phone (03) 6230 7811, email trizia.cangelosi@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

Registered Nurse, Relief (506557).

Applications Close:—Friday, 15 July 2011.

Salary:—\$50,761 – \$67,111 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1a to Year 7.

Fixed-term casual shiftwork, working hours as and when required, commencing As soon as possible for a period of 2 years.

Location:—Northside Clinic, Launceston General Hospital, Launceston.

Duties:—The Northside Mental Health Clinic is a 24-7 inpatient facility located at the Launceston General Hospital.

The Registered Nurse, in collaboration with members of the healthcare team assesses, plans, implements and evaluates client care.

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, crimes involving dishonesty and serious

traffic offences. Identification check and disciplinary check in previous employment check.

Enquiries to Meg Cole, Department of Health and Human Services, phone (03) 6348 7765, email margaret.cole@dhhs.tas.gov.au

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

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

Community Nurse (504919).

Applications Close:—Friday, 15 July 2011.

Salary:—\$60,087 – \$70,230 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 2 CH, FCH.

Permanent part-time shiftwork, working 39 hours per fortnight.

Location:—Adult Community Mental Health Services, North.

Duties:—Provides a specialist mental health service within the community setting for a designated client group, utilising evidence based practices and recovery principles, management including triage, crisis, intervention and assessment and the development and implementation of individual service plans for designated clients. Works within a multi-disciplinary team to deliver co-ordinated, assertive case, within an identified region to provide services to clients in the community setting. Supports and works in collaboration with primary health care professionals.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia.

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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary check in previous employment check.

Enquiries to Raelene Tabor, Department of Health and Human Services, phone (03) 6336 2185.

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

Allied Health Professional, Casual (512593).

Applications Close:—Friday, 15 July 2011.

Salary:—\$72,095 – \$82,694 pro rata.

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

Fixed-term casual daywork, working hours as and when required, commencing As soon as possible for a period of 2 years.

Location:—Mental Health Services, South.

Duties:—As part of a multidisciplinary team delivering high quality mental health services you will ensure the delivery of a comprehensive clinical service through the provision of assessment, case management and individual therapies, including specialized therapies for clients and their families or carers. Provision of evidence-based assessment and treatment interventions for clients with major and complex mental health problems, including the development and implementation of specialised treatment programs.

Essential Requirements:— Degree in Social Work giving eligibility for membership to the Australian Association for Social Workers, or, Graduate of an approved School of Occupational Therapy and eligibility for membership to OT Australia (Australia Association of Occupational Therapy), or Registered with the Psychology 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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary check in previous employment check.

Enquiries to Ian Munday, Department of Health and Human Services, phone (03) 6233 6011, email ian.munday@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

Allied Health Professionals, Graduates (518757).

Applications Close:—Friday, 15 July 2011.

Salary:—\$46,914 – \$75,272 p.a.

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

Fixed-term casual daywork, working hours as and when required, commencing As soon as possible for a period of 2 years.

Location:—Mental Health Services, South.

Duties:—The Allied Health Professional graduate will work as part of a multi-disciplinary team delivering high quality mental health services and undertake the delivery of quality client care services utilising evidence-based best practice and recovery principles within a collaborative and multi-disciplinary framework. Provide assessment, treatment and assertive case management to clients of Mental Health Services and their families or carers in relation to mental health issues and in accordance with discipline specific skills and abilities.

Essential Requirements:— Degree in Social Work giving eligibility for membership to the Australian Association for Social Workers, or Graduate of an approved School of Occupational Therapy and eligibility for membership to OT Australia (Australia Association of Occupational Therapy), or Registered with the Psychology 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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary check in previous employment check.

Enquiries to Ian Munday, Department of Health and Human Services, phone (03) 6233 6011, email ian.munday@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

CORPORATE SERVICES DIVISION

Human Resources

HR Consultant—2 Vacancies.

Applications Close:—Friday, 15 July 2011.

Salary:—\$76,016 – \$87,325 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Vacancy No. 371716.

Fixed-term full-time as soon as possible to 30/06/2012.

Location:—Hobart.

Position 371716 is located with the Department of Infrastructure, Energy and Resources.

Vacancy No. 371717.

Fixed-term full-time As soon as possible to 30/06/2012.

Location:—Hobart.

Position 371717 is located with the Department of Economic Development, Tourism and the Arts.

Duties:—• Understand Branch business needs and co-ordinate, facilitate and monitor effective HR business solutions.

Provide expert and consultative advice and assist in the management of employee relations issues in collaboration with Branch management, including representing the Department where appropriate.

Assist in the development and review of contemporary HR strategies and policies and facilitate the implementation of these throughout the Branches.

Play a leadership role in the diagnosis of leadership, management, workforce planning, employee relations, recruitment and selection, performance management and organisational development needs of Divisions and facilitate effective business solutions.

High-level advice and support to stakeholders with respect to job analysis and job design and the classification of positions.

Participate and contribute to HR and branch management forums and represent DIER on committees and liaise with external stakeholders.

Preparation of high-level correspondence, reports and briefing materials as required.

Provide the primary contact and escalation point for the branch managers in relation to a range of diverse HR matters.

Desirable Requirements:—A current drivers licence.

A relevant tertiary qualification in human resource management or related discipline.

Enquiries to Angela Dougan, Senior HR Consultant, Department of Infrastructure, Energy and Resources, 10 Murray Street, phone 6233 5441, email Angela.Dougan@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 6233 2077, fax 6233 5337, email recruitment@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

MINERAL RESOURCES TASMANIA

Industrial Minerals and Land Management

Graduate Lease and Licence Inspection Officer (372416).

Applications Close:—Friday, 15 July 2011.

Salary:—\$51,832 – \$62,406 p.a.

Tasmanian State Service Award, Graduate.

Permanent full-time.

Location:—Rosny Park.

Assess lease and licence applications, operations and rehabilitation programs to ensure compliance with regulations and agreed conditions.

Evaluate, monitor and report on mineral exploration, mining, quarrying, rehabilitation and heritage protection programs and make recommendations on a site specific basis to enhance the protection of environmental, historical and archaeological values. Prepare reports, correspondence, briefs, checklists, and itineraries for formal inspections of mineral exploration, mining, quarrying and rehabilitation activities. Maintain liaison with mineral explorers, mines and quarries by regular visits and produce regular reports on the State's mineral exploration, mining and quarrying industries. Represent the Division through liaison with industry, Government agencies and other stakeholders to ensure works undertaken are conducted in accordance with agreed conditions, and are timely and effective. Provide balanced advice to departmental officers, operators and stakeholders regarding environmental impacts and rehabilitation measures in field situations. Assist with preparation of submissions and reports on town planning matters and land use management as required. Implement and utilise MRT Geographic Information Systems (GIS) in relation to strategic management of exploration licences and mining leases.

Carry out the duties of an Inspector of Mines in accordance with the Mineral Resources Development Act 1995. Conduct routine inspections, surveys and investigations and assist senior staff as required.

Essential Requirements:—Satisfactory completion of a Geology, Environmental Science or Engineering graduate qualification from a recognised University.

Desirable Requirements:—A current driver's licence.

First aid qualification.

Enquiries to Brett Stewart, Senior Mine Leasing and Liaison Officer, Department of Infrastructure, Energy and Resources, 30 Gordons Hill Road Rosny, phone 6233 8356, email Brett.Stewart@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 6233 2077, fax 6233 5337, email recruitment@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

MINERAL RESOURCES TASMANIA

*Industrial Minerals and Land Management***Senior Geologist (420094).**

Applications Close:—Friday, 15 July 2011.

Salary:—\$90,309 – \$96,458 p.a.

Tasmanian State Service Award, Professional Stream, Band 3.

Permanent full-time.

Location:—Rosny Park.

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

Desirable Requirements:—A degree with a major in geology.

Current drivers licence.

Enquiries to John Pemberton, Senior Geologist, Department of Infrastructure, Energy and Resources, 30 Gordons Hill Road, Rosny, phone (03) 6233 8371, email John.Pemberton@dier.tas.gov.au.

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

INFRASTRUCTURE, ENERGY AND RESOURCES

MINERAL RESOURCES TASMANIA

*Royalty, Finance and Administration***Technical Officer HyLogger Technician (372274).**

Applications Close:—Friday, 15 July 2011.

Salary:—\$51,832 – \$56,418 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term part-time 0.4 FTE for 12 months.

Location:—Morningside.

Duties:—Maintain operational condition of instrument through an appropriate cleaning regime and use of liquid nitrogen as required. Perform immediate quality control checks on data as provided by The Spectral Geologist software package. Collect data on disk and transmit to MRT Rosny Park office, maintaining back up copies of all machine data on the dedicated computer supplied with the instrument. Maintain data on workflow scheduling and progress against work plan provided by Supervisor. Move and catalogue core with appropriate assistance as required according to established occupational health and safety practice.

After appropriate training, operate the HyLogger infrared spectrometer on drill core at the MRT core library with an emphasis on thorough cleaning of drill core to ensure collection of representative spectra from dry core. Assist in maintenance of Mineral Resources Tasmania TIGER information management system. Undertake tasks in cataloguing and curating specimens and samples.

Desirable Requirements:—A willingness to undertake further studies in the field of geology. Ongoing learning will be required. Past experience in obtaining spectral data from rock or mineral specimens.

Enquiries to Diane Rowe, Core Library Manager, Department of Infrastructure, Energy and Resources, 93 Morningside Road Morningside, phone 6233 8406, email diane.rowe@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 6233 2077, fax 6233 5337, email recruitment@dier.tas.gov.au.

Essential Requirements:—A Certificate IV from a recognised TAFE institute, or equivalent qualification, appropriate to the nature of the work.

JUSTICE

CONSUMER AFFAIRS AND FAIR TRADING

*Advisory and Compliance***Advisory Officer (354972).**

Applications Close:—Friday, 15 July 2011.

Salary:—\$58,179 – \$67,288 pro rata.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term part-time 44.10 hours per fortnight for 12 months.

Location:—Hobart.

Duties:—Provide accurate and timely advice to telephone enquiries relating to consumers and/or business issues. Provide advice on legislation administered by the Office and identify possible breaches where appropriate. Prepare file notes and correspondence associated with complaint handling and resolution.

Enquiries to Jennifer Lee, Assistant Director, CAFT, Department of Justice, phone (03) 6233 4821, email Jennifer.Lee@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 Melissa Mangili on (03) 6233 4503.

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

Law Clerk—2 Vacancies.

Applications Close:—Friday, 15 July 2011.

Salary:—\$51,832 – \$56,418 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Vacancy No. 350027.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart.

Vacancy No. 355448.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart.

Duties:—Attend the Supreme Courts and courts of summary jurisdiction as Law Clerk at all locations in the state and assist in the effective presentation of criminal prosecutions.

Co-ordinate the briefing of witnesses, their attendance at court and organise the availability of exhibits in court in support of criminal prosecutions. Compile, vet and file documents such as indictments, subpoenas, Crown Papers and arrange service on defence counsel and defendant.

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:—Certificate III or IV in Business Administration or Business (Legal Services).

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

WORKPLACE STANDARDS TASMANIA

Building Control

Hazardous Plant Compliance Advisor (355748).

Applications Close:—Friday, 22 July 2011.

Salary:—\$76,016 – \$87,325 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time 73.5 hours per fortnight.

Location:—Rosny Park.

Duties:—Exercise specialised technical knowledge and expertise in the field of hazardous plant and hazardous plant installations to devise practical and economic solutions to complex technical issues that are sometimes not covered by national standards or industry codes of practice.

Essential Requirements:—An Associate Diploma in Mechanical Engineering issued by a recognised vocational training organisation or equivalent.

Current Tasmanian Driver's Licence.

Enquiries to Keven Williams, Manager, Accreditation and Licensing, Workplace Standards Tasmania, Department of Justice, phone (03) 6233 7652, email Keven.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.

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 Julie White on (03) 6233 8346.

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

TASMANIA FIRE SERVICE

Community Fire Safety

Planning Officer Community Protection (521525).

Applications Close:—Monday, 18 July 2011.

Salary:—\$73,938 – \$77,323 p.a.

Tasmanian State Service Award, TFS General Stream, Band 5.

Fixed-term full-time to 5 December 2013.

Location:—Burnie/Launceston/Hobart.

Duties:—In assigned communities, lead the development of protection plans to mitigate the impact of fire and other related hazards on Tasmanian communities, with an initial focus on bushfire.

Essential Requirements:—A current 'car' drivers 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 Damien Killalea on (03) 6230 8612 or from www.jobs.tas.gov.au.

Enquiries to Damien Killalea on (03) 6230 8612.

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

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

Fixed-Term Employment Register (DPIPWE)

Applications Close: 30 June 2013

Location: Statewide

Employment agency, Jet Recruitment is contracted to manage a fixed-term employment register for vacancies arising in the Department of Primary Industries, Parks, Water and Environment. The agency provides a state-wide service to clients.

Applications are invited from persons interested in being considered for full time, part time or casual employment for periods of up to 12 months. Vacancies arise from time to time in a variety of locations throughout Tasmania. Duties vary according to the particular vacancy but will require specific knowledge and skills.

For further enquiries and to register your interest, contact:—

Ceri McCutcheon, 4/95 Albert Road, Moonah, 7009, phone (03) 6234 7966 or e-mail reception@jetrecruitment.com.au, quoting 'Fixed Term Register' in the subject line.

Danica Foy, 211 Wellington Street, Launceston, 7250, (03) 6331 6322 or e-mail info@jetrecruitment.com.au quoting 'Fixed Term Register' in the subject line.

For more information about the types of potential vacancies and salary details please visit www.jobs.tas.gov.au and follow the 'registers' tab.

For information about the Department please visit www.dpipwe.tas.gov.au.

PUBLIC TRUSTEE

LEGAL SERVICES

Legal Practitioner (791218).

Applications Close:—Friday, 15 July 2011.

Salary:—\$48,012 – \$60,493 p.a.

Legal Practitioners Agreement 2010, Level 1.

Fixed-term part-time 0.4FTE for a period up to 12 months.

Location:—Hobart.

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

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

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:—crimes involving dishonesty, crimes of violence, serious drug offences, sex related offences.

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

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

Enquiries to Tim Levis, Corporate Solicitor, Public Trustee, G.P.O. Box 1565, Hobart, Tas, 7001, phone 6233 7978, email tlevis@publictrustee.tas.gov.au.

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

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

PUBLIC TRUSTEE

TRUSTEE SERVICES

Client Account Manager (790222).

Applications Close:—Friday, 15 July 2011.

Salary:—\$51,832 – \$56,418 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—Hobart.

Duties:—The Client Account Manager will provide effective management of a basic estate and trust administration caseload in accordance with relevant legislation, procedural guidelines and client instructions while exercising a formal discretion in relation to the management of these estates and trusts.

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:—crimes involving dishonesty, crimes of violence, serious drug offences, sex related offences.

Desirable Requirements:—Candidates should have an understanding of, or experience in the trustee industry or an associated industry, or the ability to acquire such knowledge quickly. This person will have the ability to work effectively either individually or as part of a team, well developed communication and interpersonal skills including the ability to deal with a wide range of people in a sensitive and confidential manner and the ability to promote excellent client service through identifying and understanding client needs and building effective relationships.

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

Shortlisted applicants will be required to undergo a psychometric assessment as part of the selection process.

Enquiries to Gaylene Cunningham, Manager Client Services, Public Trustee, G.P.O. Box 1565, Hobart, Tas, 7001, phone 6233 7606, email gcunningham@publictrustee.tas.gov.au.

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

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

TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

*Liquor and Gaming Branch***Client Services Officer (723337).**

Applications Close:—Friday, 22 July 2011.

Salary:—\$51,832 – \$56,418 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—Hobart.

Duties:—To perform a range of clerical functions associated with the administration and regulation of liquor and gaming.

In the context of the selection criteria, to be successful in the position applicants will:—process applications for licences and permits under the Gaming Control Act 1993 and the Liquor Licensing Act 1990; prepare correspondence, reports and submissions in relation to liquor and gaming matters; and advise the public on liquor and gaming matters, including licensing matters.

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

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 and alcohol related offences, Crimes involving dishonesty, Serious traffic offences and Identification check for: finger prints, palm prints, photograph and credit check.

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

Applications to Recruitment Officer, Human Resources Branch, Department of Treasury and Finance, G.P.O. Box 147, HOBART TAS 7001, phone (03) 6233 3483, fax (03) 6233 3851, email recruitment@treasury.tas.gov.au.

Applications MUST address the selection criteria outlined in the Statement of Duties. Job Kits (including the Statement of Duties) can be downloaded from the Job Kit section on the left hand side of this page or alternatively by phoning the Recruitment Officer on (03) 6233 3483.

Staff Movements*Permanent Appointments*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	Registration Officer (Storage and Transport)	N. Williams	6 months	04.07.11
Education	Teacher	R. Stephenson	12 months	26.04.11
Education	Teacher	T. Anning	12 months	26.06.11
Education	Teacher	S. Ponting	12 months	26.06.11
Health & Human Services	Phlebotomist	J. Galloway	6 months	06.06.11
Health & Human Services	ACAT Assessor	M. Potter	6 months	19.07.11
Health & Human Services	Personal Care Assistant	S. Scolyer	6 months	04.07.11
Health & Human Services	Phlebotomist	P. Thiessen	6 months	09.06.11
Health & Human Services	Registered Nurse	H. Mackay	6 months	12.06.11
Health & Human Services	Personal Care Assistant	K. Ward	6 months	04.07.11
Health & Human Services	Community Mental Health Nurse	H. Brown	6 months	01.07.11
Health & Human Services	Director of Nursing/Manager	R. Bridgewater	6 months	04.07.11
Health & Human Services	Personal Care Assistant	J. Harrison	6 months	04.07.11
Health & Human Services	Professional Officer	P. Aitken	6 months	04.07.11
Health & Human Services	Registered Nurse	J. Atkinson	6 months	11.07.11
Health & Human Services	Clinical Nurse	S. Clutterbuck	6 months	01.07.11
Health & Human Services	Plebotomist	N. Eastment	6 months	06.06.11
Justice	Coordinator of Family and Child Support	J. Bunyard	6 months	04.07.11

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>
Primary Industries, Parks, Water & Environment	Community Liaison Officer	K. Howe	4/7/2011 - 28/06/2013	04/7/2011

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	M. Kilpatrick	Senior HR Officer-Payroll	01.07.11
Education	S. Oldfield	Assistant Principal - Rokeby High School	20.06.11
Education	S. Press	Advanced Skills Teacher - Rosny College	27.06.11
Education	A. Kerslake	Advanced Skills Teacher - Rosny College	27.06.11
Justice	P. Scott	Director Assessments	01.07.11
Premier & Cabinet	S. Blacker	Senior Customer Services Officer	27.06.11

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	IT Graduate	M. Woodruff	01.07.11
Education	Administrative Assistant	C. Knowles	03.06.11
Education	Administrative Assistant	M. Conley	03.06.11
Education	Teacher	C. Walker	03.06.11
Education	Network Officer	R. Aylett	29.06.11
Education	Clerk	R. Templeton	03.06.11
Education	Teacher	P. Morel	03.06.11
Health & Human Services	Safety, Risk and Quality Officer	L. Bebe	30.06.11
Health & Human Services	Physiotherapist	D. Caruana	24.06.11
Health & Human Services	Physiotherapist	S. May	29.06.11
Health & Human Services	Sonographer	R. Lew	24.06.11
Health & Human Services	Registered Nurse	S. Holmes	01.07.11
Health & Human Services	Physiotherapy Assistant	S. Grimmond	27.06.11
Health & Human Services	Registered Nurse	J. Pitman	26.06.11
Health & Human Services	Psychologist	G. Bilsborrow	24.06.11
Justice	Guardian	K. Clayton	30.06.11
Justice	Graduate Research Officer	A. Jamrozik	06.07.11
Premier & Cabinet	Senior Consultant	M. Mason	06.07.11
Treasury & Finance	Principal Business Analyst & System Administrator	J. Bilac	01.07.11
Treasury & Finance	Revenue Officer	P. Watling	30.06.11
Treasury & Finance	Principal Financial Analyst	C. MacLachlan	01.07.11

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Manager, SIM	I. James	03.06.11
Education	Teacher	G. Brown	03.06.11
Education	Teacher	N. Gardiner	03.06.11
Education	Education Facility Attendant	B. Baker	03.06.11
Education	Education Facility Attendant	T. Withers	03.06.11
Education	Teacher	H. Porter	03.06.11
Education	Clerk	V. Whitcombe	03.06.11
Education	Teacher	J. Gatenby	03.06.11
Education	Teacher	M. McKenzie	03.06.11
Education	Teacher	V. Hale	03.06.11
Education	Teacher	G. Millington	03.06.11
Education	Teacher	I. Burleigh	03.06.11
Health & Human Services	Maintenance Officer/Transport Driver	N. Spikins	30.06.11
Justice	Senior Consultant	A. Jacques	24.06.11
The Skills Institute	Administrative Assistant	S. Vincent	03.06.11
The Skills Institute	Administrative Assistant	L. Satterly	17.06.11
The Skills Institute	Technical Employee	B. Joseph	27.05.11

Retirement of Officers

<i>Agency</i>	<i>Officer's Name</i>	<i>Duties Assigned</i>	<i>Date Effective</i>
Infrastructure, Energy & Resources	M. Leonard	Director Mines and Major Infrastructure Projects	01.07.11



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