



TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER
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INCLUDING G.S.T.

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

Vacancies—General Information

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

www.jobs.tas.gov.au

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.

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For further details about these programs, visit www.utas.edu.au/government/onlinegradcert or contact the School of Government on (03) 6226 2329 or email: **Dr Matt Killingsworth** (International Politics) Matt.Killingsworth@utas.edu.au or **Dr Hannah Murphy** (Policy & Administration) Hannah.Murphy@utas.edu.au

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Tasmanian Government Gazette

Email text copy to

govt.gazette@thepat.com.au

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

State Service Notices

Vacancy, Direct Selection and Staff Movement Notices

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

Order Information

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

Deadlines

Government Gazette :—

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

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

Deadlines will be strictly adhered to
Subscription or account enquiries phone (03) 6233 3148

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

CULTURE, RECREATION AND SPORT

Sport and Recreation Tasmania

Project Officer, Disability Sport (425094).

Applications Close:—Friday, 29 July 2011.

Salary:—\$58,179 – \$67,288 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time to 30 June 2013.

Location:—Hobart.

Duties:—Co-ordinate the delivery of Sports CONNECT, the Disability Education Program and Sports Ability initiatives in accordance with Sport and Recreation Tasmania's service agreement with the Australian Sports Commission.

Facilitate increased opportunities for people with a disability to participate in sport and recreation activities of their choice at all levels.

Enquiries to Renee Watson for a copy of the Statement of Duties on (03) 6233 5615 or email renee.watson@development.tas.gov.au For further information regarding the vacancy, please contact Helen Langenberg, Director Sector Development, phone (03) 6233 5793, email helen.langenberg@development.tas.gov.au.

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

To be considered for an interview, applications must address the selection criteria outlined in the Statement of Duties and include a current Curriculum Vitae.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Scottsdale High School

Teacher, Maths/Special Education, Scottsdale High School (203946).

Applications Close:—Friday, 29 July 2011.

Salary:—\$51,575 – \$82,533 p.a.

Teaching Service (TPS) Award, Teacher.

Permanent full-time.

Location:—Scottsdale High School.

Description of Role:—To implement and manage appropriate learning programs for students and to assess individual student progress.

Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration; or provisional registration; or limited authority to teach granted by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000. Please note that a person with a limited authority to teach can only be employed on a Fixed-term basis.

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

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

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

Enquiries to Ann Fedyk, Department of Education, phone (03) 6352 2477, email ann.fedyk@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6033 7252, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (South-East)

Triabunna District High School

Education Facility Attendant, Triabunna District High School (953451).

Applications Close:—Friday, 29 July 2011.

Salary:—\$36,063 – \$41,039 pro rata.

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

Permanent part-time 40 hours per fortnight.

Location:—Triabunna District High School.

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

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

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

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

Enquiries to Louise Stranan, Department of Education, phone (03) 6257 3199, email louise.stranan@education.tas.gov.au.

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

HEALTH AND HUMAN SERVICES

HUMAN SERVICES

Disability, Child, Youth and Family Services

Professional Officer Clinical Psychologist (505666).

Applications Close:—Friday, 29 July 2011.

Salary:—\$72,095 – \$82,694 p.a.

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

Permanent full-time day work.

Location:—D,H, and CS, Disability Services, Hobart.

Duties:—Provide specialist habilitation Psychological services to people with disabilities in a range of settings within a transdisciplinary model. Provide and co-ordinate supportive and specialist educational and consultancy services to carers,

service providers and the wider community. Initiate and facilitate the establishment and development of services and resources for clients. Initiate and develop professional and policy advice on specialist Psychological services and related issues for senior and corporate management.

Selection Criteria:—Relevant post graduate experience working with people with disabilities and a well developed ability to effectively design and manage specialist Psychological programs.

Ability to demonstrate by example, actions and behaviours valued by the community, which enhances the image of people with disabilities.

Demonstrated specialist skills in the disability field and contemporary knowledge clinical psychology.

Essential Requirements:—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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Wendy Wolf, Department of Health and Human Services, phone (03) 6230 7613, mobile 0419 336 868, email Co-ordinator.ResourceTeam@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

Support Worker, South (518333).

Applications Close:—Friday, 29 July 2011.

Salary:—\$42,602 – \$44,672 p.a.

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

Fixed-term full-time day work commencing As soon as possible for a period of 12 months. Casual (as and when required) positions may also be available.

Location:—CYFS, Children and Family Services, South.

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

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

Essential Requirements:—Current driver's licence.

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

checks are to be conducted:—conviction check 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 LeeAnn Russell, Department of Health and Human Services, phone (03) 6230 7666, email leeann.russell@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

North West Regional Hospital

Occupational Therapy Assistant (Multiple Positions)— 2 Vacancies.

Applications Close:—Friday, 29 July 2011.

Salary:—\$46,183 – \$49,324 p.a.

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

Vacancy No.:—514341.

Fixed-term casual day worker, working as and when required commencing As soon as possible for a 12 month period.

Location:—North West Regional Hospital, Burnie.

Vacancy No.:—520030.

Fixed-term part-time day worker, working 11.5 hours per fortnight, commencing As soon as possible for a period of two years.

Location:—Mersey Community Hospital, Latrobe.

Duties:—The North West Area Health Service is seeking to recruit Occupational Therapy Assistants for the provision of occupational therapy services to our clients. Duties will include planning and implementation of treatment programs for referred patients under the broad direction of an Occupational Therapist. Evaluation of patient progress, communication of treatment outcomes and documentation in patient's medical progress notes will also form part of your responsibilities.

Working as a member of a professional and dedicated health care team, you will be well supported and will be expected to exercise initiative and independent judgement when undertaking tasks. Your enthusiasm and ability to establish a positive rapport with your clients will be an advantage along with excellent communication and administration skills.

A rewarding aspect of this position is contributing to the client's journey to improved mobility and independence.

If this position sounds appealing to you, please contact Brad Birleson, Occupational Therapy Manager on 6430 6600 or email on brad.birleson@dhhs.tas.gov.au to discuss your application today!.

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, North West Area Health Service, P.O. Box 274, Ulverstone 7315 or email your application to rlo.nwahs@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

Primary Health Services North West

Chronic Disease Health Promotion Officer (515098).

Applications Close:—Friday, 29 July 2011.

Salary:—\$75,145 – \$86,530 p.a.

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

Fixed-term full-time day work commencing as soon as possible until 30 June, 2013. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—HealthWest, Main Street, Zeehan.

Duties:—HealthWest is seeking a creative and dynamic person with excellent communication skills for the role of Chronic Disease Health Promotion Officer. You will be an integral member of the HealthWest Rural Primary Health Service team based at Zeehan but required to work across the communities of the West Coast of Tasmania.

You will be required to have knowledge of chronic disease management strategies and provide programs for clients and groups across the West Coast.

Your extensive knowledge of primary health care principles and experience in delivery or leading primary health care strategies will be of high regard. You will be able to utilise your community development knowledge and display your ability to implement community development principles in work and community settings.

Engaging with a range of stakeholders is key to the success of this role as this will assist identifying priorities and addressing community needs. Your planning and evaluation skills will be well utilised to determine appropriate health services and health promotion programs. Collecting data and reporting on findings will also be a requirement.

We will provide you with a welcoming and supportive work environment and encourage professional development and networking. We will offer you an attractive salary plus superannuation and access to salary packaging. Temporary accommodation assistance may be provided.

Tasmania's West Coast is typical of many rural locations with vibrant and well resourced communities. Setting it apart is the spectacular rainforests and mountain ranges that make living in this part of Tasmania truly special! We have a strong focus on work/life balance and this position will offer you an excellent career opportunity and a great location.

Please call Maggie Johnson today on 6471 5945 to discuss your application and find out more about what this role can offer you!

Desirable Requirements:—A current drivers licence.

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

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

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

Primary Health Services North West

Community Health Nurse (502621).

Applications Close:—Friday, 5 August 2011.

Salary:—\$60,087 – \$70,230 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 4 to Grade 4 Year 2 CH, FCH.

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

Location:—HealthWest, Queenstown.

Duties:—Are you passionate about providing nursing services to the community? Do you enjoy engaging with service providers to ensure your clients have good access to health services? Do you want to take your nursing career further?

The North West Area Health Service is seeking to recruit a Community Health Nurse to provide services predominately in the Queenstown area but may be required to provide nursing services in other West Coast towns as directed by HealthWest.

Your nursing expertise will be utilised to provide nursing care to individuals and families and you will also participate in needs assessments and the development and implementation of health promotion programs. You will be well supported by and will work closely with the health care team at HealthWest to ensure the delivery of high quality care to your clients.

You recognise that the health of individuals and the community is influenced by social and environmental factors and you will work collaboratively with the teams at HealthWest Community Health Services and HealthWest Rural Primary Health Services to ensure better health access and outcomes.

We will offer you a modern, well resourced and welcoming work environment, support for ongoing professional development and networking, excellent remuneration including superannation and access to salary packaging. We will also provide relocation assistance and some accommodation assistance may also be provided.

Career opportunities such as this are rare, so please call Yvonne Armstrong today on 6473 5700 to discover more about this position and discuss your application.

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 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, North West Area Health Service, P.O. Box 274, Ulverstone 7315 or email rlo.nwahs@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

*Primary Health Services North West***Enrolled Nurse (502368).**

Applications Close:—Friday, 5 August 2011.

Salary:—\$49,373 – \$52,220 p.a.

Nurses (TPS) Award, Enrolled Nurse, Grade 2, Year 1 to Year 3.

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

Location:—HealthWest, West Coast District Hospital, Queenstown.

Duties:—If working in a modern well resourced hospital with a team of committed health professionals appeals to you, then this position could be your next career opportunity.

The North West Area Health Service seeks to recruit an Enrolled Nurse to provide direct and indirect nursing care to the clients of the West Coast District Hospital, managed by HealthWest. You will have a diverse caseload that includes emergency and acute care patients along with residents in our aged care facility which is co-located at the Hospital.

Your nursing expertise and excellent communication skills will be required for the development of nursing care plans in collaboration with the client, family and other health care team members. Your ability to assess and evaluate problems and outcomes will be essential for this role. As a member of the multidisciplinary health care team, you will have the opportunity to participate in research and quality improvement activities.

We will provide you with a welcoming and supportive work environment and will encourage your participation in professional education and development opportunities. An attractive salary plus superannuation and access to salary packaging is offered with this position along with relocation assistance and temporary accommodation. We encourage a work/life balance for our employees.

The West Coast is home to Tasmania's unique rainforests and stunning coastlines. The communities of Rosebery, Zeehan, Queenstown and Strahan are vibrant service centres with friendly and welcoming residents. This position will offer you a career of your dreams and lifestyle your friends will envy, call Miriam Deacon today on (03) 6472 2513 to discuss your application and find out more about this role.

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 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, North West Area Health Services, P.O. Box 274, Ulverstone 7315 or email: rlo.nwahs@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

*Primary Health Services North West***Enrolled Nurse (502573).**

Applications Close:—Friday, 29 July 2011.

Salary:—\$49,373 – \$52,220 p.a.

Nurses (TPS) Award, Enrolled Nurse, Grade 2, Year 1 to Year 3.

Fixed-term part-time evening work, working 16.5 hours per fortnight to commence as soon as possible for a 12 month period.

Location:—Devonport Community Health Centre.

Duties:—An Enrolled Nurse is sought to join our Community Health nursing team and assist the Registered Nurse fulfil the care requirements of our clients.

You will be passionate and motivated to provide the highest quality of care to our clients in their homes of an evening. Your nursing expertise will be utilised to assist with developing nursing care plans through collaborating with the client, family and other health care team members. Your critical thinking skills will be important for assessing and evaluating problems and outcomes.

Your effective communication skills will ensure you interact well with others and you are able to report pertinent information to your colleagues, health professionals or service providers.

We encourage your participation in professional education and development and as a member of the multidisciplinary health care team, you will participate in research and quality improvement activities.

We will offer you attractive remuneration plus superannuation and access to salary packaging. Your work environment will be welcoming and supportive and you will be a valued member of our Community Health team.

To find out more about this role please call Jacky Taylor today on (03) 6421 7702 or email jacky.taylor@dhhs.tas.gov.au.

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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Jacky Taylor, Department of Health and Human Services, phone (03) 6421 7702, email jacky.taylor@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

*Primary Health Services North West***Home Help Personal Carer (502671).**

Applications Close:—Friday, 5 August 2011.

Salary:—\$40,625 – \$41,601 p.a.

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

Fixed-term part-time day work, working 20 hours per fortnight to commence as soon as possible for a period of 12 months.

Location:—James Muir Community Health Centre, Wynyard.

Duties:—The North West Area Health Service seeks to recruit a motivated and enthusiastic Home Help/Personal Carer to provide essential household/personal care duties as assessed by the Community Health Nurse or Home Care Assessor.

Other functions of the role will include attending meetings with the Nurse Unit Manager and also with the regional management team as required.

You will be passionate about providing care to our clients and we will support you through the provision of in-service educational programs. Your outgoing personality and excellent communication skills, and ability to work autonomously will be of benefit in this role.

Ideally, you will have experience in the competent performance of household duties and will be willing to complete an approved home help training course.

We will offer you a welcoming and supportive work environment, attractive remuneration and superannuation along with access to salary packaging. Please call Lorraine Hyland on 6434 6454 to discuss your application today.

Desirable Requirements:—Home Care/Personal Care Certificate or equivalent.

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 Lorraine Hyland, Department of Health and Human Services, phone (03) 6434 6454, email lorraine.hyland@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Launceston General Hospital

Social Worker (507679).

Applications Close:—Friday, 29 July 2011.

Salary:—\$46,914 – \$75,272 pro rata.

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

Fixed-term casual as and when required, commencing as soon as possible to 4 January 2013.

Location:—Social Work Department.

Duties:—To develop, provide and evaluate a Social Work service for patients of the Launceston General Hospital and their families as part of a multidisciplinary team.

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

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

Enquiries to Stewart Millar, Department of Health and Human Services, phone (03) 6348 7245, email stewart.millar@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Administrative Assistant (506321).

Applications Close:—Friday, 29 July 2011.

Salary:—\$45,265 – \$49,325 pro rata.

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

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

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

Duties:—Provision of efficient and effective administration and clerical support to the Director of Nursing and staff of St Helens District Hospital and Community Health Service.

Enquiries to Denise Callister, Department of Health and Human Services, phone (03) 6376 5222, email denise.callister@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

Administrative Support Officer—2 Vacancies.

Applications Close:—Friday, 29 July 2011.

Salary:—\$45,265 – \$49,325 p.a.

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

Vacancy No.:—507415.

Permanent part-time day work, working 38 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—St Marys Community Health Centre.

Vacancy No.:—507435.

Fixed-term casual day work, as and when required, commencing as soon as possible to 24 June 2013.

Location:—St Marys Community Health Centre.

Duties:—Provide administrative and clerical support to the Director of Nursing and staff of the St. Marys Hospital. This will include managing the office of the Director of Nursing, including the input of data, records management, preparation of general correspondence and reports and reception services. You will also undertake basic purchasing and accounts processing functions for the hospital, including revenue generated by the Hospital. On behalf of the Director of Nursing undertake a general liaison role with other sections of the Agency and with external service providers and members of the general public.

Enquiries to Julie Gunton, Department of Health and Human Services, phone (03) 6372 2111, email julie.gunton@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

Community Dementia Nurse—2 Vacancies.

Applications Close:—Friday, 29 July 2011.

Salary:—\$60,087 – \$70,230 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 4 to Grade 4 Year 2 CH, FCH.

Vacancy No.:—507449.

Permanent part-time shift work (fully rotational), working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Community Dementia Service, Primary Health North.

Vacancy No.:—507468.

Fixed-term casual shift work, as and when required, commencing as soon as possible to 23 July 2013.

Location:—Community Dementia Service, Primary Health North.

Please note that access to the Grade 4 salary range \$68,670 – \$70,230 is subject to successful application for progression to Grade 4.

Duties:—In accordance with Primary Health Care Principles, National Standards, agency policy and directions, legal requirements and professional competencies, undertake the delivery of quality case management, based on best practice principles and within a collaborative and multidisciplinary framework. Promote community awareness in relation to dementia care, including developing and maintaining strong communication links within the Agency and with community based service providers and other key groups and consumers regarding supporting the needs of clients, their families and carers, function as a member of the multi-disciplinary team; provide support, consultation and co-operation to other team members to ensure continuity of services for clients, including attendance at relevant team meetings, and participate in and contribute to the Community Dementia Service program for quality improvement and consumer safety.

Desirable Requirements:—Drivers Licence.

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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Fiona Young, Department of Health and Human Services, phone (03) 6336 4156, email fiona.young@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

Cook (504452).

Applications Close:—Friday, 29 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 (set rotational). Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Flinders Island Multi Purpose Centre.

Duties:—Prepare, cook and provide meals of the highest standard to consumers, staff, hospital patients and any meal recipients in the community. As part of the Hospital's continuous quality and consumer safety program, support Senior Staff/Supervisor in ensuring that work practices comply with Foodsafe and infection control requirements, including monitoring work practices and the use and storage of food, perishable goods and other consumables. Attend staff meeting and participate in the Hospitals quality improvement and consumer safety program.

EThe 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, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Alcohol and Drug Services

Psychologist (520203).

Applications Close:—Friday, 29 July 2011.

Salary:—\$72,095 – \$82,694 p.a.

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

Fixed-term full-time day work, commencing As soon as possible for a period of 2 years. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Alcohol and Drugs Service, Hobart.

Duties:—The Tasmanian Alcohol and Drug Service is seeking a qualified and motivated Psychologist to provide interventions to people who may be affected by alcohol and other drug use issues. This person will have the privilege and responsibility of working alongside health professionals in providing assessments, information and interventions, with the aim of helping change attitudes and behaviour around alcohol, tobacco and other drugs. You will be a qualified and registered Psychologist. You will need to possess a high degree of initiative and drive, able to work well alongside a supportive multidisciplinary team including a Senior Psychologist. You will ideally have experience working with people in the alcohol and other drug field and will also have skills in group work and experience working in outreach settings. This role will offer you the opportunity to have a direct and positive impact on the lives of people across Southern Tasmania. This role is a Fixed-term position for two years.

Essential Requirements:—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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Matt Bain, Department of Health and Human Services, phone (03) 6230 7901, email matt.bain@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Health and Wellbeing Services

Oral Health Services

Dental Assistant- Relief (501378).

Applications Close:—Friday, 27 January 2012.

Salary:—\$46,183 – \$49,324 p.a.

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

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

Location:—Oral Health Services South.

Duties:—Oral Health Services Tasmania provides adult general or full restorative dental care, episodic care including emergency and other one-off treatments for dental care, prosthetic services, children's dental services and oral health promotion to the Tasmanian community.

We are seeking Dental Assistants to assist the Dental Clinician by providing a range of support including clinical chairside assistance, administrative and clerical activities, and sterilisation and infection control practices. Also to take a lead

role in training, assisting and orientating less experienced staff. If you would like an opportunity to join our team please apply online!

Desirable Requirements:—Expertise in, and significant knowledge of, Dental Assistant's clinical procedures, including current infection control practices, with a knowledge of current NHMRC Infection Control guidelines, OHS guidelines and appropriate legislation. Ability to communicate effectively and work efficiently with members of the dental professions, clients and members of the public. Knowledge of Oral Health Service.

Enquiries to Anita Lindsay, Department of Health and Human Services, phone (03) 6214 5472, email anita.lindsay@dhhs.tas.gov.au or Tracey Laws, Department of Health and Human Services, phone (03) 6214 5472, email tracey.laws@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Health and Wellbeing Services

Oral Health Services

Dental Technician (517347).

Applications Close:—Friday, 29 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, 30.4 hours per fortnight, commencing As soon as possible until 24 December 2011.

Location:—Oral Health Services, Launceston.

Duties:—Oral Health Services Tasmania provides adult general or full restorative dental care, episodic care including emergency and other one-off treatments for dental care, prosthetic services, children's dental services and oral health promotion to the Tasmanian community.

We are seeking Dental Technician to work within a dental team to provide an efficient and effective, high quality dental prosthetic service within the framework of Oral Health Services Tasmania.

Essential Requirements:—Diploma of Dental Technology or recognised equivalent.

Enquiries to Jayne Scull, Department of Health and Human Services, phone (03) 6336 4121, email jayne.scull@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES
STATEWIDE AND MENTAL HEALTH SERVICES
Health and Wellbeing Services
Oral Health Services

Dental Therapist—2 Vacancies.

Applications Close:—Friday, 29 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.:—501225.

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

Location:—Oral Health Services, Hobart.

Vacancy No.:—501224.

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

Location:—Oral Health Services, Hobart.

Duties:—There are a range of full-time, part-time, permanent or fixed term working arrangements in the South of our beautiful state that may also be available from this process.

Oral Health Services Tasmania provides adult general or full restorative dental care, episodic care including emergency and other one-off treatments for dental care, prosthetic services, children's dental services and oral health promotion to the Tasmanian community.

We are seeking Dental Therapist to provide dental care for eligible clients of the Children's Dental Service of the Oral Health Service, Tasmania in accordance with the Health Practitioner Regulation National Law Act 2009. Dental health education and health promotional and preventive programs for clients, their families or carers, communities and other relevant stakeholders.

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

Enquiries to Craig McShane, Department of Health and Human Services, phone (03) 6214 5433, email craig.mcshane@dhhs.tas.gov.au.

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

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

Community Mental Health Nurse, Casual (519272).

Applications Close:—Friday, 29 July 2011.

Salary:—\$60,087 – \$70,230 p.a.

Nurses (TPS) Award, Registered Nurse Grade 3 Year 4 to Grade 4 Year 2 CH, FCH.

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

Location:—Mental Health Services, North West.

Please note that access to the Grade 4 salary range \$68,670 - \$70,230 is subject to successful application for progression to Grade 4.

Duties:—As part of a multidisciplinary team delivering high quality mental health services Community Mental Health psychiatric nurses undertake the delivery of quality care to clients of the Adult Community Mental Health Service North West, based on best practice principles and within a collaborative and multidisciplinary framework. This position is required to provide a specialist assessment and treatment service to clients and their families/ carers; promote community awareness in relation to mental health and act as a consultant to other agencies with regard to the support and management of clients with mental health needs.

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 Bill McGarry, Department of Health and Human Services, phone (03) 6434 6434, email bill.mcgarry@dhhs.tas.gov.au.

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

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INFRASTRUCTURE, ENERGY AND RESOURCES

LAND TRANSPORT SAFETY

Registration and Licensing Branch

Driver Assessor (371818).

Applications Close:—Friday, 29 July 2011.

Salary:—\$51,832 – \$56,418 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term full-time 18 Months.

Location:—Hobart.

Duties:—To assist with designing appropriate test routes and perform the on-road driving assessment at designated locations. Provide feedback to the applicant, or holder of, a driver licence in respect of their performance during their driving assessment. Record, input statistics, and generate reports on driver assessment, including making recommendations about whether a licence should be issued, suspended or cancelled. Monitor and review driving competency standards, actively participate in moderation, peer assessments and auditing and provide advice on assessor manuals, guidelines and business rules.

To accurately conduct the on-road driving assessment for the purposes of evaluating the driving skills of an applicant, or a holder of, a driver licence.

A current full car 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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check. Traffic offences which have resulted in suspension or disqualification in the previous two years.

Desirable Requirements:—Certificate IV in Training and Assessment (TAA).

Extensive work experience in a relevant field.

Enquiries to Brian Edwards, Manager Driver Testing, Department of Infrastructure, Energy and Resources, 80 Elizabeth Street Hobart, phone 6233 5604, email brian.edwards@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

ROADS AND TRAFFIC

Operations

Network Supervisor (371766).

Applications Close:—Friday, 29 July 2011.

Salary:—\$58,179 – \$67,288 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—Contract Administration.

Monitor the quality of contracted works and services by undertaking inspections, surveillance, audits and other test and evaluation activities, to ensure contractor compliance with requirements including traffic management and workplace health and safety aspects.

Initiate and follow up on remedial and corrective action as required. Provide written and verbal instructions to the Contractor of an operational nature. Prepare, process and maintain contract administration and asset inventory records.

Maintenance Programs. \

Prioritise, scope and assess minor works, road sealing, and pavement marking programs including provision of technical advice. Request, assess and negotiate quotations, issue minor works orders, and provide general administrative assistance for the procurement and budget control of minor works. Assess and evaluate cost-effectiveness, progress and quality of maintenance works and identify and recommend potential improvements. Monitor asset condition, undertake investigations and provide input and advice for reinstatement programs. Management of Interfaces and Activities in the Road Reservation. Provide advice, assess applications and issue permits for works within the road reservation such as private accesses, service installations and temporary event signs. Liaise with others as required for removal of abandoned vehicles, maintenance of road lighting, compensation claims, and interfaces with rail authorities and other contractors.

Administration.

Respond to requests from internal and external stakeholders including service authorities, general public, Local Government, consultants and property owners in relation to road and bridge maintenance.

Emergency Management.

Participate in the after hours pager roster and provide a first point of contact for Emergency events. Organise and direct the initial response to emergencies in accordance with Emergency Response Procedures and participate in the general management of road emergencies.

Leadership and Supervision.

Provide constructive input into contract documents, procedures, policies, programs and strategic directions, as well as initiate improvements at the operational level.

Other duties.

From time to time this position will be required to undertake special duties or projects within the individual's capabilities, or for developmental purposes.

Provide support and guidance to other staff within the Branch.

Essential Requirements:—Current Drivers Licence.

Desirable Requirements:—Diploma in Civil Engineering or an equivalent Diploma in a similar field.

Enquiries to Steve Puli, Manager Brigdes and Southern Maintenance, Department of Infrastructure, Energy and Resources, 10 Murray Street, phone 6233 5412, email steve.puli@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.

JUSTICE

COMMUNITY CORRECTIONS

Southern Region

Community Service Order Supervisor (355396).

Applications Close:—Friday, 29 July 2011.

Salary:—\$35,511 – \$44,233 pro rata.

Tasmanian State Service Award, General Stream, Band 1.

Permanent part-time minimum of 8 hrs per fortnight, (will include weekend work and other hours as negotiated).

Location:—South.

Duties:—Advise, direct and encourage people undertaking Community Service Orders to complete their orders, providing clear practical demonstration to clients in the type of work required. Initiate and maintain contact with individuals and representatives or organisations receiving assistance from Community Service Order programs to advise the appropriate Probation Officer of any change in their circumstances or needs.

Essential Requirements:—A current Tasmanian Drivers Licence.

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

Desirable Requirements:—A current First Aid Certificate.

Enquiries to Tristan Bell, Co-ordinator CSO Scheme, Community Corrections, Department of Justice, phone (03) 6233 3105, email tristan.bell@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 Tristan Bell on (03) 6233 3105 or email Tristan.Bell@justice.tas.gov.au.

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

CORPORATE SERVICES

Library

Librarian (354158).

Applications Close:—Friday, 29 July 2011.

Salary:—\$51,832 – \$84,363 pro rata.

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

Permanent part-time 44.10 hours per fortnight (Mondays, Tuesdays and Thursdays).

Location:—Hobart.

Duties:—Assist and advise clients in accessing the resources and services of the Library, including global networks, in accordance with library policies and procedures. Research complex reference enquiries. Undertake a range of professional tasks, including original cataloguing, database creation, indexing, collection development and the development and delivery of specialist services.

Essential Requirements:—A degree of at least three years duration relevant to the professional duties to be undertaken is required, as provided by a recognised university.

Enquiries to Alison Jekimovics, Manager Law Library and Records, Corporate Services, Department of Justice, phone (03) 6233 7916, email alison.jekimovics@justice.tas.gov.au.

Applications to Human Resources, Recruitment and Establishment, 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 Alison Jekimovics on (03) 6233 7916.

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 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

MAGISTRATES COURT

Hobart

Deputy District Registrar & Assistant Manager (350197).

Applications Close:—Friday, 29 July 2011.

Salary:- \$58,179 – \$67,288 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time 73.50 hours per fortnight

Location:—Hobart

Duties:—Supervise and coordinate the day-to-day operations of registry staff, including providing performance management. Facilitate the progress of civil and tribunal matters through the court, liaising with Registrars, Magistrates and the Manager (Civil Division) as required. Provide high level advice and assistance to Court users in relation to processing complex civil and tribunal issues.

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:- Possession of a recognised qualification in conciliation, mediation or other relevant field and ability and preparedness to undergo required training.

Enquiries to David Bower, District Registrar, Magistrates Court, Department of Justice, phone (03) 6233 3620, email david.bower@justice.tas.gov.au.

Applications to Human Resources, Recruitment and Establishment, Department of Justice, GPO 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 David Bower on (03) 6233 3620.

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 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

*Engineering Services****Workshop Supervisor, Appliance Fabrication (520050).***

Applications Close:- Monday, 1 August 2011.

Salary:- \$61,961 – \$71,662 p.a.

Tasmanian State Service Award, TFS Engineering, Band 4.

Permanent full-time

Location:—Southern Regional Workshops

Duties:—To supervise the fabrication and refurbishment of the Tasmania Fire Service (TFS) appliance fleet by overseeing the day to day running of the fabrication workshops and, in consultation with the Manager Engineering Services, implementing and monitoring the appliance fabrication and refurbishment program.

Essential Requirements:—Hold a Trade Certificate of boilermaker welder or equivalent together with either a relevant national diploma, or 15 modules or 2nd year part time of a

relevant advanced diploma, or equivalent qualification or work experience.

Desirable Requirements:—Have a minimum of 6 years post trade experience in the metal and alloy fabrication industry and / or with involvement in the general operation and management of a fabrication, maintenance workshop.

Affiliated trade courses such as Fitting and Turning, Machining.

Driver's licence endorsed to 'HT' class.

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 Leon Smith on 03 6214 8841 or from www.jobs.tas.gov.au

Enquiries to Leon Smith on 03 6214 8841.

Applications to Tasmania Fire Service, GPO Box 1526, Hobart, 7001 or fax 03 6234 6647 or email fire@fire.tas.gov.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	Customer Service Officer - Hobart LINC	T. Storr	6 Months	12.07.11
Health & Human Services	Cook (Pastry)	E. Morriss	6 Months	20.06.11
Health & Human Services	Registered Nurse	S. Gourlay	6 months	11.07.11
Health & Human Services	Radiographer	A. Bailey	6 months	09.07.11
Health & Human Services	Registered Nurse	L. Gibson	6 Months	12.07.11
Justice	Counsellor	C. Dowling	6 months	13.07.11
Justice	CSO Supervisor	R. Dickerson	6 months	06.07.11
Justice	CSO Supervisor	M. Stepanovic	6 months	06.07.11
Justice	CSO Supervisor	N. Poprawski	6 months	06.07.11
Justice	CSO Supervisor	L. Yannock	6 months	06.07.11
Justice	CSO Supervisor	K. Barr	6 months	06.07.11
Justice	CSO Supervisor	M. Brown	6 months	06.07.11
Justice	CSO Supervisor	P. Hovington	6 months	06.07.11
Justice	CSO Supervisor	R. Thomas	6 months	06.07.11
Justice	CSO Supervisor	P. Jones	6 months	06.07.11

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>
Justice	Planning Adviser	L. Fallon	2 years	11.07.11
Port Arthur Historic Site Management Authority	Manager - Cascades Female Factory	J. Henderson	2 Years	11.07.11

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	Technical Officer	K. Trost	24 months	04.08.11

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Education	A. Huxtable	Manager Government Recordkeeping - Tasmanian Archive & Heritage Office	18.07.11
Health & Human Services	A. Board	Registered Nurse	17.07.11
Health & Human Services	M. Grant	Emergency Management Coordinator	02.07.11
Health & Human Services	L. Greskie	Senior Speech Pathologist	08.07.11

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	Marketing and Communications Officer	F. Hutchinson	15.07.11
Education	Coordinator - Parliamentary Research Service	B. Stait	16.02.11
Education	Clerk	S. Knowler	16.02.11
Education	Librarian	R. Taylor	15.03.11
Education	Senior Librarian	T. Newman	16.02.11
Education	Senior Librarian	J. Webster	30.03.11
Education	Librarian	H. Richardson	16.02.11
Education	Librarian	D. Jensen	16.02.11
Education	Library Technician	J. Wray	16.02.11
Education	Librarian	S. Ravanat	16.02.11
Health & Human Services	Specialist Medical Practitioner	C. Henderson	30.06.11
Health & Human Services	Medical Practitioner	E. Benham	30.06.11
Health & Human Services	Specialist Medical Practitioner	R. Giec	30.06.11
Health & Human Services	Senior Occupational Therapist	E. Cox	13.05.11
Health & Human Services	Registered Nurse	J. Bovill	10.07.11
Health & Human Services	Specialist Medical Practitioner	S. Dunbar	30.06.11
Health & Human Services	Social Worker	H. Colman	15.07.11
Health & Human Services	Domestic Services Officer	H. Woolley	13.07.11
Health & Human Services	Specialised Hospital Aide	S. Burns	01.09.10
Health & Human Services	Administrative Assistant	M. Jamieson	01.07.11
Health & Human Services	Registered Nurse	L. Pallupettayil Jose	12.07.11
Health & Human Services	Administrative Officer - Infection Control	S. Ettershank	28.06.11
Justice	Network Administrator	B. Hartley	08.07.11
Primary Industries, Parks, Water & Environment	Client Service Officer	R. McGann	18.07.11
Primary Industries, Parks, Water & Environment	Utility Officer (Animal Care & Handling)	J. Pelham	14.07.11
Treasury & Finance	Senior Property Officer	R. Patterson	20.07.11
Public Trustee	North West Branch Manager	M. Brindley	15.07.11

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Primary Industries, Parks, Water & Environment	Client Service Officer	S. Lakey	20.07.11
Primary Industries, Parks, Water & Environment	Senior Administration Officer	N. Jaksic	20.07.11



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.

Our investment in a world class 'Ecoclean' solvent recycling system from Europe has enabled us to recycle all our solvent liquids for reuse, instead of disposing of this material which is traditional industry practice. Waste paper is managed via extraction systems and a compaction unit, capturing and bundling all waste generated during the production cycle which is then collected for recycling, reducing landfill. Vegetable based inks are used where possible on our presses, and green office principles are employed.

Print Applied Technology now adds to these initiatives official certification by the Forest Stewardship Council

(FSC). FSC certification is the "Gold Standard" for eco forestry worldwide, and as a 'Chain of Custody' certificate holder we can now assure our valued customers that selected papers sourced for our operations are from responsibly managed forests.

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



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