



TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER
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INCLUDING G.S.T.

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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.

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.

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

COMMUNITY KNOWLEDGE NETWORK

Strategy and Performance

Literacy Co-ordinator—3 Vacancies.

Applications Close:—Friday, 1 April 2011.

Salary:—\$76,016 – \$87,325 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Vacancy No. 700563.

Permanent full-time.

Location:—Education and Training Unit Risdon Prison.

Vacancy No. 700564.

Permanent full-time.

Location:—Community Corrections South.

Vacancy No. 700565.

Permanent full-time.

Location:—Community Corrections North.

The Department of Education is seeking 3 literacy co-ordinators to work with the Department of Justice to support prisoners and offenders. These vacancies are funded as part of the State Government's \$11 million Tasmanian Adult Literacy Action Plan.

Link to Tasmanian Adult Literacy Action Plan: <http://www.education.tas.gov.au/dept/strategies/adult>.

A statewide network of 20 literacy co-ordinators is currently operating within LINC Tasmania. Earlier this year new literacy

co-ordinators were appointed at Bridgewater, Deloraine, George Town, Glenorchy, Hobart, Launceston, New Norfolk, Scottsdale, Smithton, Sorell, St Helens and Queenstown – building on pre-existing services in Burnie, Devonport, Hobart, Huonville, Glenorchy, Launceston, Kingston and Rosny.

LINC Tasmania literacy co-ordinators work with people from all walks of life. They work with a team of motivated and supportive volunteers to help people achieve their learning and life goals. They develop, implement and monitor programs and services through partnerships with others to build adult literacy skills in communities and in workplaces.

Description of Role:—Develop, implement, monitor and evaluate strategies to support adult and family literacy in the Tasmanian Prison Service and/or Community Corrections and the broader Tasmanian community, in consultation and partnership with the Department of Justice, Department of Education and community stakeholders.

Desirable Requirements:—Qualifications and/or experience in adult and family literacy or relevant tertiary qualifications. 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 Hugh Fielding phone (03) 6216 4261 email hugh.fielding@education.tas.gov.au.

Enquiries to Jane Forward, Department of Education, phone (03) 6233 2914, email jane.forward@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

CHIEF HEALTH OFFICER

Senior Co-ordinator, Clinical Advice (517273).

Applications Close:—Friday, 1 April 2011.

Salary:—\$96,181 – \$103,579 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—Ensure the development and co-ordination of high quality clinical advice including technical and ethical issues. Provide high level jurisdictional participation on relevant local and national committees that support the Australian Health Ministers Advisory Council. Provide high level support to the Chief Health Officer and the Director, Clinical Advice and Network Development.

Desirable Requirements:—Extensive knowledge of clinical policy issues that confront the Department, and demonstrated high level experience in dealing with such issues. An understanding of the principles underpinning Clinical

Engagement and the capacity to apply these principles in the co-ordination of clinical advice and the Tasmanian Clinical Advisory Council, including creating and maintaining productive relationships with clinicians. Demonstrated self-management skills including organisational skills, flexibility, capacity to deal with pressure, ambiguity and change and the ability to exercise sound judgment in complex situations and to work effectively either individually or as part of a team.

Enquiries to Wendy Quinn, Department of Health and Human Services, phone (03) 6233 2106, email wendy.quinn@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

Director Human Resources (NWAHS) (518512).

Applications Close:—Friday, 1 April 2011.

Salary:—\$96,181 – \$103,579 p.a.

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

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

Location:—11 Alexandra Rd Ulverstone.

Duties:—The Director Human Resources provides high level strategic workforce and people management advice to the Chief Executive Officer (CEO), NWAHS and NWAHS Executive.

Responsible for establishing the workforce strategy for current and future workforce needs of NWAHS.

Ensure that the strategic Human Resource Management of the North West Area Health Service is delivered in accordance with strategic, policy and operational frameworks.

Provide leadership, management and direction to a small team of HR professionals who provide a broad range of HR support services to all operational areas with NWAHS.

Enquiries to Melissa Richards, Department of Health and Human Services, phone (03) 6490 8963, email melissa.richards@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Human Resources, North West Area Health Service, Department of Health and Human Services, P.O. Box 274, Ulverstone 7315.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

Mersey Community Hospital

House Services Assistant (514461).

Applications Close:—Friday, 1 April 2011.

Salary:—\$37,535 – \$39,242 p.a.

Health and Human Services (Tasmanian State Service) Award, Health Services Officer, Level 2.

Permanent full-time shift worker, working 76 hours per

fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Mersey Community Hospital.

Duties:—To provide an efficient, safe cleaning service in the wards, offices and residences of the hospital complex and to provide infection control cleaning to a level that will minimise spread of infection in the hospital.

Desirable Requirements:—Ideally, we are seeking a person who has the ability to use and control various items of industrial cleaning equipment, safely and efficiently. Who has a working knowledge in the use of cleaning chemicals or the ability to acquire same and who possesses an awareness of universal precautions and all infection control policies, protocols and procedures relating to cleaning, or the ability to acquire it.

Enquiries to Nanette Singline, Department of Health and Human Services, phone (03) 6426 5460, email nanette.singline@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.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

Mersey Community Hospital

House Services Assistant (515119).

Applications Close:—Friday, 1 April 2011.

Salary:—\$37,535 – \$39,242 p.a.

Health and Human Services (Tasmanian State Service) Award, Health Services Officer, Level 2.

Fixed-term part-time shift work, working 30 hours per fortnight.

Location:—Mersey Community Hospital.

Duties:—To provide an efficient, safe cleaning service in the wards, offices and residences of the hospital complex and to provide infection control cleaning to a level that will minimise spread of infection in the hospital.

Desirable Requirements:—Ideally, we are seeking a person who has the ability to use and control various items of industrial cleaning equipment, safely and efficiently. Who has a working knowledge in the use of cleaning chemicals or the ability to acquire same and who possesses an awareness of universal precautions and all infection control policies, protocols and procedures relating to cleaning, or the ability to acquire it.

Enquiries to Nanette Singline, Department of Health and Human Services, phone (03) 6426 5460, email nanette.singline@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.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

*Mersey Community Hospital***Registered Nurse Multiple Vacancies (514514).**

Applications Close:—Friday, 29 April 2011.

Salary:—\$50,761 – \$67,111 p.a.

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

Permanent full-time and part-time shift work (fully rotational) positions available. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Mersey Community Hospital.

Duties:—We are seeking to recruit registered nurses who are passionate, motivated and enjoy working collaboratively with a team of health professionals in what can be a demanding and high paced environment.

You will benefit from working in a brand new state-of-the-art 20 bed Department of Emergency Medicine that will include a short stay ward, dedicated paediatric area, six acute beds and two well equipped resuscitation bays. Additionally, a 'Fast Track' system ensures that eligible patients are managed promptly assisting with the overall patient flow through the department.

Ideally, you will have emergency clinical experience and be prepared to contribute your skills and expertise towards the continued delivery of a high standard of quality patient care. You will work with a professional team of experienced nurses and doctors who will support and mentor you.

We will provide you with a dedicated education area within the department and support you with access to a Clinical Nurse Educator. We also offer opportunities to advance your skills and knowledge through post graduate studies with the University of Tasmania.

This excellent career opportunity is located on Tasmania's north west coast, the clean air, mild climate, beautiful beaches and casual lifestyle make it a fantastic and unique place to live and work.

We offer a welcoming work environment, negotiable relocation and accommodation assistance, excellent remuneration and superannuation and access to salary packaging.

To learn more about what this opportunity could mean for your career, please contact Lynn Sims on (03) 6426 5303.

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

Enquiries to Lynn Sims, Department of Health and Human Services, phone (03) 6426 5303, email lynn.sims@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.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

*Primary Health Services North West***Domestic Services Officer (519885).**

Applications Close:—Friday, 1 April 2011.

Salary:—\$37,535 – \$39,242 p.a.

Health and Human Services (Tasmanian State Service) Award, Health Services Officer, Level 2.

Permanent part-time day work, working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Devonport Community Health Centre.

Duties:—The North West Area Health Services is seeking to recruit a Domestic Services Officer to provide an efficient and safe cleaning service at the Devonport Community Health Service. Ideally, applicants will possess the ability to use and control various items of industrial cleaning equipment, safely and efficiently; a working knowledge in the use of cleaning chemicals or the ability to acquire same and an awareness of universal precautions and all infection control policies, protocols and procedures relating to cleaning, or the ability to acquire it.

Enquiries to Andrew Groves, Department of Health and Human Services, phone (03) 6430 6615, email andrew.groves@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 Services, P.O. Box 274, Ulverstone 7315.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

*Launceston General Hospital***Administrative/Project Officer (520055).**

Applications Close:—Friday, 1 April 2011.

Salary:—\$50,134 – \$54,573 p.a.

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

Fixed-term full-time day work. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence as soon as possible until 21 March 2013.

Location:—Occupational Therapy Unit.

Duties:—Provide high level Accounts, Reception and Administrative support to assist with the services provided by the Allied Health Unit. Provide executive support to the Director Allied Health and Allied Managers, including project support within the section.

Desirable Requirements:—Demonstrated well developed communication and interpersonal skills within a team environment, including the ability to resolve conflict and explain complex procedures. Ability to organise, set priorities and meet deadlines together with demonstrated capacity to handle a number of concurrent tasks. Well developed skills with operating PCs and hospital-wide information systems.

Enquiries to Cindy Hollings, Department of Health and Human Services, phone (03) 63487221, email cindy.hollings@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***Clinical Nurse Consultant (520042).**

Applications Close:—Friday, 25 March 2011.

Salary:—\$77,187 – \$82,515 p.a.

Nurses (TPS) Award, Registered Nurse Grade 6, Year 1 to Year 4.

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

Location:—33-39 Howick Street, Launceston.

Duties:—Within a primary health care framework ensure the efficient and effective provision of 'client centred' care based on clinical standards and best practice principles incorporating a collaborative and multidisciplinary team approach underpinned by Safety and Quality. Provide high level clinical leadership and co-ordinate the provision of quality nursing and support services to clients with dementia and dementia like illness who access community based care through the co-ordination of clinical care, professional development and nursing research functions.

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.

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***Registered Nurse (504505).**

Applications Close:—Friday, 1 April 2011.

Salary:—\$50,761 – \$67,111 p.a.

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

Fixed-term part-time shift work (fully rotational), working 60 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence as soon as possible until 4 August 2012.

Location:—Campbell Town Health and Community Service.

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

Essential Requirements:—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.

Enquiries to Veronica Zupan, Department of Health and Human Services, phone (03) 6381 3300, email veronica.zupan@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***Registered Nurse (504497).**

Applications Close:—Friday, 1 April 2011.

Salary:—\$50,761 – \$67,111 p.a.

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

Fixed-term part-time shift work (fully rotational), working 72 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence as soon as possible until 7 April 2012.

Location:—Campbell Town Health and Community Service.

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

Essential Requirements:—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.

Enquiries to Veronica Zupan, Department of Health and Human Services, phone (03) 6381 3300, email veronica.zupan@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Physiotherapy Assistant (516183).

Applications Close:—Friday, 1 April 2011.

Salary:—\$44,378 – \$48,357 p.a.

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

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—Plan and implement the treatment of referred patients, evaluate patient progress, communicate treatment outcomes to the therapist and where necessary document in the patient's medical progress notes.

Assist therapists and other therapy assistants with preparation for and treatment of patients including transportation of patients to and from treatment areas and in the provision of home assessments.

Construct, repair or adapt patient aids as directed by the therapist.

Provide administrative support to the department including reception duties, estimation, ordering and maintenance of the patient care stores.

Provide clerical support as required (word processing, data bases and correspondence) and assist staff with computer based applications.

Assist Therapy staff with special projects as required.

Prepare and maintain the therapy environment including equipment and loan stocks, ensuring that optimal physical condition is maintained at all times reporting damage or faults to the senior therapist.

Participate and contribute to staff meetings, ongoing education, PDP, quality improvement and the orientation of new staff.

Maintain daily statistical records.

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

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: 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

*Co-ordination and Innovation***Executive Assistant (501342).**

Applications Close:—Friday, 1 April 2011.

Salary:—\$50,134 – \$54,573 p.a.

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

Fixed-term full-time daywork, commencing as soon as possible to 16 March 2012.

Location:—St Johns Park, New Town.

Duties:—Provide high level administrative and executive support to the Manager Clinical Governance and Statewide Clinical Director in Statewide and Mental Health Services.

Enquiries to Maggie Crawford, Department of Health and Human Services, phone (03) 6230 7803, email maggie.crawford@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

*Correctional Health Services***Registered Nurse (512599).**

Applications Close:—Friday, 1 April 2011.

Salary:—\$50,761 – \$67,111 p.a.

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

Permanent full-time shiftworker (fully rotational).

Location:—Risdon Prison Hospital, Hobart.

Duties:—Provide nursing care within the scope of practice of a Registered Nurse. Using a primary health care focus plan, implement and evaluate nursing care in conjunction with the client and other members of the health care team.

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 Shirley Wyper, Department of Health and Human Services, phone (03) 6216 8241, mobile 0410 619 331, email shirley.wyper@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

*Correctional Health Services***Registered Nurse (512600).**

Applications Close:—Friday, 1 April 2011.

Salary:—\$50,761 – \$67,111 p.a.

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

Permanent full-time shiftworker (fully rotational).

Location:—Risdon Prison Hospital, Hobart.

Duties:-.

Provide nursing care within the scope of practice of a Registered Nurse. Using a primary health care focus plan, implement and evaluate nursing care in conjunction with the client and other members of the health care team.

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 Shirley Wyper, Department of Health and Human Services, phone (03) 6216 8241, mobile 0410619331, email shirley.wyper@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

Correctional Health Services

Registered Nurse (512528).

Applications Close:—Friday, 1 April 2011.

Salary:—\$50,761 – \$67,111 p.a.

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

Fixed-term casual shiftwork, hours as and when required, commencing As soon as possible to 21 June 2011.

Location:—Risdon Prison Hospital, Hobart.

Duties:—Provide nursing care within the scope of practice of a Registered Nurse. Using a primary health care focus plan, implement and evaluate nursing care in conjunction with the client and other members of the health care team.

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 Shirley Wyper, Department of Health and Human Services, phone (03) 6216 8241, mobile 0410 619 331, email shirley.wyper@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Mental Health Services North West

Registered Nurse, Relief (503102).

Applications Close:—Friday, 1 April 2011.

Salary:—\$50,761 – \$67,111 p.a.

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

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

Location:—Spencer Clinic, Acute Psychiatric Inpatients Unit, North West Regional Hospital, Burnie.

Duties:—In collaboration with members of the healthcare team assesses, plans, implements and evaluates client care. Involves patients/clients and their families/significant others in the planning and implementation of 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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Jean Burrows, Department of Health and Human Services, phone (03) 6430 6579, email jean.burrows@dhhs.tas.gov.au.

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

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

HEALTH AND HUMAN SERVICES

STRATEGIC AND PORTFOLIO SERVICES

Manager Communications Services (519268).

Applications Close:—Friday, 1 April 2011.

Salary:—\$96,181 – \$103,579 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—Establish and manage an integrated and contemporary communications service. Develop an internal and external communications system that best positions the Agency to meet future priorities with the aim of promoting a positive image of the Agency and its services to the community while ensuring the Agency's employees are well informed of the Agency's program and activities.

Desirable Requirements:—Extensive experience in the public relations and communications field with a demonstrated ability to prepare and implement complex internal and external communications and issues/risk management strategies and processes including the strategic positioning of information to a range of stakeholders. A proven ability to understand the sensitivities of working within a political environment and maintain strategic alignment and relevance of communication strategies with overarching business objectives and initiatives as well as emerging trends and changing needs of the organisation. Proven high level interpersonal, negotiation, conflict resolution and communication skills, especially written, in a variety of communication formats with the capacity to produce quality documentation in an environment of tight deadlines combined with the ability to consult and negotiate with the Agency's

Senior Management, the Government Media Office and the Minister's Office.

Enquiries to Sharon Trueman, Department of Health and Human Services, phone (03) 6233 3761, email sharon.trueman@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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JUSTICE

COMMUNITY CORRECTIONS

Southern Region

Probation Officer—2 Vacancies.

Applications Close:—Friday, 1 April 2011.

Salary:—\$57,038 – \$65,968 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Vacancy No. 350760(b).

Fixed-term full-time 73.5 hours per fortnight for a period of 12 months.

Location:—Southern Region.

Vacancy No. 350788.

Fixed-term full-time 73.5 hours per fortnight for a period of 12 months.

Location:—Southern Region.

Duties:—Conduct interviews and undertake assessments of offenders in order to provide accurate and timely advice to the Courts and the Parole Board in accordance with statutory requirements. Identify and explore offending behaviours with the aim of assisting offenders to reduce the risk of re-offending.

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 relevant tertiary or industry qualification. A current driver's licence.

Additional Information:—All Probation Officer applicants are required to undergo psychological and aptitude testing as part of the selection process.

Enquiries to Pam Honan, State-wide Operations Manager, Community Corrections, Department of Justice, phone (03) 6233 4753, email pamela.honan@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 Pam Honan on (03) 6233 4753.

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

LEGAL AID COMMISSION OF TASMANIA

Legal Practitioner (354624).

Applications Close:—Friday, 1 April 2011.

Salary:—\$67,782 – \$86,188 p.a.

Legal Practitioners Agreement 2010, Level 2.

Permanent full-time.

Location:—Devonport.

Duties:—To appear in Court on behalf of Commission clients on any matter in the criminal jurisdiction, and maintain all relevant file management in the Commission's Criminal Case Management System. To perform such other professional legal work including assisting junior practitioners as directed from time to time.

Contact:—A Statement of Duties, Information for Applicants and an Application for Employment are available at www.jobs.tas.gov.au or by contacting Leesa Bevan on (03) 6236 3820 or Leesa.Bevan@legalaid.tas.gov.au.

Essential Requirements:—Admitted or eligible for admission as a Barrister and Solicitor of the Supreme Court of Tasmania. Experience in the practice of Criminal Law.

Enquiries to Leesa Bevan, Director's Assistant, Legal Aid Commission of Tasmania, G.P.O. Box 1422, Hobart, Tas, 7001, phone (03) 6236 3820, fax (03) 6236 3811, email Leesa.Bevan@legalaid.tas.gov.au.

Applications to Leesa Bevan, Director's Assistant, Legal Aid Commission of Tasmania, G.P.O. Box 1422, Hobart, Tas, 7001, phone (03) 6236 3820, fax (03) 6236 3811, email Leesa.Bevan@legalaid.tas.gov.au.

JUSTICE

TASMANIAN PLANNING COMMISSION

Director Assessments (356330).

Applications Close:—Friday, 1 April 2011.

Salary:—\$97,036 – \$104,522 p.a.

Tasmanian State Service Award, General Stream, Band 8.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart.

Duties:—Provide high-level advice, guidance and management support to the Commission and delegates on statutory functions and powers relating to assessments, reviews and inquiries. Develop and implement a performance reporting framework for all assessment, inquiry and review reports to ensure compliance with statutory requirements (including furthering the RMPS objectives), Commission directions and the Business Plan.

Desirable Requirements:—Tertiary qualifications in an appropriate discipline and experience at senior management level.

Enquiries to Greg Alomes, Executive Commissioner, Tasmanian Planning Commission, Department of Justice, phone (03) 6233 4936, email greg.alomes@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 Jacki Murfitt on (03) 6233 3769.

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

TASMANIAN PLANNING COMMISSION

Planning Adviser (356331).

Applications Close:—Friday, 1 April 2011.

Salary:—\$72,479 – \$85,612 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time 73.5 hours per fortnight for a period of up to 24 months.

Location:—Hobart.

Duties:—Provide a high level of professional advice and support to the Commission and its delegates as required. Prepare recommendations to the Commission regarding its statutory decision making and other functions. Assist in preparing advice for the Minister.

Desirable Requirements:—Corporate membership of the Planning Institute of Australia (PIA) or qualifications deemed acceptable for corporate membership of PIA. A current motor vehicle driver's licence.

Enquiries to Peter Fischer, Director Planning Policy, Department of Justice, phone (03) 6233 2410, email peter.fischer@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 Jacki Murfitt on (03) 6233 3769.

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

North West Region

Station Officer North West Region (520030).

Applications Close:—Monday, 4 April 2011.

Salary:—\$78,983 p.a.

Tasmania Fire Fighting Industry Employees Award 2000, Station Officer.

Permanent full-time.

Location:—North West Region.

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

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

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

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

To be considered for an interview an applicant must address each of the selection criteria outlined in the Statement of Duties. An Application for Employment is to be completed and forwarded with your application. Statement of Duties including selection criteria and Application for Employment form is available from John Streets on (03) 6434 6720 or from www.jobs.tas.gov.au.

Enquiries to John Streets on (03) 6434 6720.

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

PREMIER AND CABINET

TMD

Telecoms Supplier Management

Information Services Co-ordinator (001753).

Applications Close:—Friday, 1 April 2011.

Salary:—\$68,385 – \$71,516 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Hobart.

Duties:—Provide support to the development, management and conduct of telecommunications and IT procurement processes and projects undertaken by TMD to deliver effective and viable whole-of-Government ICT services. Manage the reporting and service delivery compliance framework that informs on the effectiveness and overall performance of TMD facilitated ICT arrangements and contracted suppliers. Enhance and support TMD's relationships with customers by supporting account management activities, undertaking collective customer representation and development/ maintenance of service level agreements and procedures.

Desirable Requirements:—Tertiary qualifications in a relevant discipline would be an advantage.

Enquiries to Peter Langford, Contracts and Relationships Manager, Department of Premier and Cabinet, phone (03) 6270 5651, email Peter.Langford@dpac.tas.gov.au.

Applications to Matthew Abey, HR Consultant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart Tasmania 7001, phone (03) 6270 5451, email job.application@dpac.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	Speech and Language Pathologist - Learning Services South	P. Craig	6 months	14.03.11
Health & Human Services	Administrative Assistant - Medical Staffing Unit	A. Smith	NA	24.03.11
Health & Human Services	Surgical Team Leader, Clinical Pharmacy	P. Falloon	6 months	20.03.11
Health & Human Services	Safety & Risk Quality Officer	E. Hughes	6 months	20.03.11
Health & Human Services	Registered Nurse	N. McIndoe	6 months	13.03.11
Health & Human Services	Patient Transport Officer	G. Whittington	6 months	21.03.11
Health & Human Services	Clinical Nurse Consultant - Neuromuscular Degenerative Disease	J. Crack	6 months	21.03.11
Health & Human Services	Tradesperson (Plumber)	Z. Cousens	6 Months	28.03.11
Primary Industries, Parks, Water & Environment	Food Safety Auditor (Standards and Compliance)	E. Patoks	6 months	21.03.11

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	Survey Interviewer	G. Piscioneri	01.03.11
Health & Human Services	Disability Worker	C. Gray	06.03.11
Health & Human Services	Service Co-ordinator	J. Lawton	06.03.11
Health & Human Services	Disability Officer	C. Lyon	06.03.11
Health & Human Services	Disability Worker	T. Ryan	06.03.11
Health & Human Services	Disability Worker	B. Stone	06.03.11
Health & Human Services	Disability Worker	M. Cameron	06.03.11
Health & Human Services	Disability Worker	M. Lynch	06.03.11
Health & Human Services	Disability Officer	B. Sutcliffe	07.03.11
Health & Human Services	Administrative Assistant	C. Wood	06.03.11
Health & Human Services	Team Leader (Respite)	A. Crothers	06.03.11
Health & Human Services	Disability Worker	S. Keating	06.03.11
Health & Human Services	Disability Officer	S. Sutcliffe	06.03.11
Health & Human Services	Disability Worker	E. Scholes	06.03.11
Health & Human Services	Disability Officer	T. Eiszele	06.03.11
Health & Human Services	Disability Worker	J. Gauld	06.03.11
Health & Human Services	Disability Worker	K. Cameron	06.03.11
Health & Human Services	Disability Worker	D. Goninon	06.03.11
Health & Human Services	DHHS Employee	J. Scheffer	06.03.11
Health & Human Services	Disability Officer	A. Barton	06.03.11
Health & Human Services	Disability Worker	D. Jaffray	06.03.11
Health & Human Services	Disability Worker	G. Connell	06.03.11
Health & Human Services	Disability Worker	R. Lyon	06.03.11
Health & Human Services	HR Advisor (RHH)	S. Ralph	11.03.11
Health & Human Services	Disability Officer	P. O'Callaghan	06.03.11
Primary Industries, Parks, Water & Environment	Quota Fisheries Inspection Officer	S. Reinhart	10.03.11

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services	Child Protection Worker	G. Kingston	18.03.11
Premier & Cabinet	Finance Manager	P. Wright	18.03.11

Retirement of Officers

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<i>Agency</i>	<i>Officer's Name</i>	<i>Duties Assigned</i>	<i>Date Effective</i>
Primary Industries, Parks, Water & Environment	W. Jones	Director (Environment Protection Authority)	18.03.11

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services	C. Archer	Pharmaceutical Reform Performance Manager	21.03.11
Health & Human Services	R. Wyatt	Medical Team Leader, Clinical Pharmacy	20.03.11
Health & Human Services	S. Sackley	ACAT Assessor (Allied Health)	21.03.11
Primary Industries, Parks, Water & Environment	N. Harrison	Quarantine Officer	23.03.11



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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