



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.



RBF Member Expo

November/December 2011



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Burnie:

Tuesday 29 November 2011
Burnie Arts and Function Centre
5.00pm to 8.30pm

Launceston:

Wednesday 30 November 2011
Hotel Grand Chancellor
5.00pm to 8.30pm

Hobart:

Friday 2 December 2011
Hotel Grand Chancellor
5.00pm to 8.30pm

For more information visit our website or phone the
RBF Enquiry Line on **1800 622 631**.

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

LINC's East

Hobart LINC

Customer Services Officer, Hobart LINC (700533).

Applications Close:—Friday, 30 September 2011.

Salary:—\$35,511 – \$44,233 p.a.

Tasmanian State Service Award, General Stream, Band 1.

Permanent full-time.

Location:—Hobart LINC.

Description of Role:—Undertake routine operational tasks and provide basic client assistance under close supervision and direction.

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. Disciplinary action in previous employment check.

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 Jane McGregor, Department of Education, phone (03) 6233 9630, email **jane.mcgregor@education.tas.gov.au**.

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

EDUCATION

LEARNING SERVICES

Learning Services (North)

Autism Consultant, School Support (962482).

Applications Close:—Friday, 30 September 2011.

Salary:—\$89,397 pro rata.

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

Fixed-term part-time From 13 February 2012 until 20 December 2012, 42 hours per fortnight.

Location:—Inclusive Learning Support Service.

Description of Role:—Support Departmental staff on a statewide basis in relation to the assessment, educational programming and management of students with Autism Spectrum Disorder.

Essential Requirements:—Teaching qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

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 Rose Parker, Department of Education, phone (03) 6336 2594, email **rose.parker@education.tas.gov.au**.

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

EDUCATION

LEARNING SERVICES

*Learning Services (North)****Autism Consultant Early Intervention Leader, School Support (962592).***

Applications Close:—Friday, 30 September 2011.

Salary:—\$89,397 p.a.

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

Fixed-term part-time From 13 February 2012 until 20 December 2012, 56 hours per fortnight.

Location:—Inclusive Learning Support Service.

Description of Role:—Support Departmental staff on a statewide basis in relation to the assessment, educational programming and management of students with Autism Spectrum Disorder.

Essential Requirements:—Teaching qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

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 Rose Parker, Department of Education, phone (03) 6336 2594, email rose.parker@education.tas.gov.au.

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

EDUCATION

LEARNING SERVICES

*Learning Services (North)****Special Education Advisor, Student Support (964175).***

Applications Close:—Friday, 30 September 2011.

Salary:—\$89,397 p.a.

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

Fixed-term part-time From 13 February 2012 until 20 December 2013, 35 hours per fortnight.

Location:—Student Support.

Duties:—Support students on the Severe Disability Register in regular schools. Work with schools and families, to support the learning of students and building the capacity of the school community to meet the individual needs of students. Work with a multi-disciplinary Learning Service Support Team.

Essential Requirements:—Teaching qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

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.

Enquiries to Rose Parker, Department of Education, phone (03) 6336 2594, email rose.parker@education.tas.gov.au.

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

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.

EDUCATION

LEARNING SERVICES

*Learning Services (North)****Special Education Advisor, Student Support (963392).***

Applications Close:—Friday, 30 September 2011.

Salary:—\$89,397 p.a.

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

Fixed-term full-time From 13 February 2012 until 20 December 2013.

Location:—Student Support.

Duties:—Support students on the Severe Disability Register in regular schools. Work with schools and families, to support the learning of students and building the capacity of the school community to meet the individual needs of students. Work with a multi-disciplinary Learning Service Support Team.

Essential Requirements:—Teaching qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

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.

Enquiries to Rose Parker, Department of Education, phone (03) 6336 2594, email rose.parker@education.tas.gov.au.

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

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.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Kings Meadows High School

Canteen Supervisor, Kings Meadows High School (964415).

Applications Close:—Friday, 30 September 2011.

Salary:—\$45,823 – \$49,978 pro rata.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time 60 hours per fortnight up to 40 weeks per year.

Location:—Kings Meadows High School.

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

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. Disciplinary action in previous employment check.

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 Charlotte Marshall, Department of Education, phone (03) 6343 1000, email charlotte.marshall@education.tas.gov.au.

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

EDUCATION

LEARNING SERVICES

Learning Services (North)

Lilydale District School

Laboratory Technician, Lilydale District School (203659).

Applications Close:—Friday, 30 September 2011.

Salary:—\$51,832 – \$56,418 pro rata.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 29.4 hours per fortnight.

Location:—Lilydale District School.

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

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

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

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

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

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

Enquiries to Linda Lovell, Department of Education, phone (03) 6395 0100, email linda.lovell@education.tas.gov.au.

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

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Romaine Park Primary School

School Executive Officer, Romaine Park Primary School (300078).

Applications Close:—Friday, 30 September 2011.

Salary:—\$69,753 – \$72,946 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time From 30 January 2012.

Location:—Romaine Park Primary School.

Description of Role:—Manage and co-ordinate the school administrative support service and assigned resources: general, financial, facility and human. Provide authoritative advice and support to the Principal and senior staff on administrative, resource and service management. Contribute significantly

to the delivery and improvement of administrative service outcomes.

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. Disciplinary action in previous employment check.

Desirable Requirements:—Qualification or studies in relevant areas e.g. human resources, business studies or accounting.

Enquiries to Leanne Raw, Department of Education, phone 036430 2950, email leanne.raw@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting Services, Department of Education, G.P.O Box 169, Hobart, 7001, phone 036233 7252, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

School of Special Education, North-West

Advanced Skills Teacher, School of Special Education (963589, 960976), 2 Vacancies.

Applications Close:—Friday, 30 September 2011.

Salary:—\$89,397 p.a.

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

Fixed-term part-time From 13 February 2012 until 20 December 2013, 35 hours per fortnight and Fixed-term part-time From 13 February 2012 until 20 December 2013, 35 hours per fortnight.

Location:—Burnie Campus and Devonport Campus.

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

Essential Requirements:—Teaching qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

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 Grace Brown, Department of Education, phone (03) 6433 3870, email grace.brown@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting Services, Department of Education, phone (03) 6233 7252, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION.

LEARNING SERVICES.

Learning Services (North-West).

Smithton High School.

Teacher, English/History, Smithton High School (200462).

Applications Close:—Friday, 30 September 2011.

Salary:—\$51,575 – \$82,533 p.a.

Teaching Service (TPS) Award, Teacher.

Permanent full-time From 13 February 2012.

Location:—Smithton High School.

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

Essential Requirements:—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 Andrew Mahoney, Department of Education, phone (03) 6452 1376, email andrew.mahoney@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 02 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Smithton High School

Teacher, Maths/Science, Smithton High School (200456).

Applications Close:—Friday, 30 September 2011.

Salary:—\$56,436 – \$82,533 p.a.

Teaching Service (TPS) Award, Teacher.

Permanent full-time From 13 February 2012.

Location:—Smithton High School.

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

Essential Requirements:—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 Andrew Mahoney, Department of Education, phone (03) 6452 1376, email andrew.mahoney@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 02 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Smithton High School

Teacher, Middle School, Smithton High School (200459).

Applications Close:—Friday, 30 September 2011.

Salary:—\$56,436 – \$82,533 p.a.

Teaching Service (TPS) Award, Teacher.

Permanent full-time From 13 February 2012.

Location:—Smithton High School.

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

Essential Requirements:—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 Andrew Mahoney, Department of Education, phone (03) 6452 1376, email andrew.mahoney@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 02 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Smithton High School

Teacher, PE/Middle School, Smithton High School (200483).

Applications Close:—Friday, 30 September 2011.

Salary:—\$51,575 – \$82,533 p.a.

Teaching Service (TPS) Award, Teacher.

Permanent full-time From 13 February 2012.

Location:—Smithton High School.

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

Essential Requirements:—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 Andrew Mahoney, Department of Education, phone (03) 6452 1376, email andrew.mahoney@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 02 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Student Support

Social Worker, Student Support (964604).

Applications Close:—Friday, 30 September 2011.

Salary:—\$48,259 – \$77,222 p.a.

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

Permanent full-time From 16 January 2012.

Location:—Smithton Primary School.

Description of Role:—Work in schools as a member of a multi-disciplinary Learning Service Support Team to provide a social work service which supports students and families. Contribute to capacity building of school communities to improve access, participation and achievement of students.

Essential Requirements:—A degree in Social Work from a University, Institute of Technology or College of Advanced Education or an equivalent award from a recognised overseas institution.

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:—A current driver's licence. Eligibility for membership of the Australian Association of Social Workers.

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 Maryanne Ryan, Department of Education, phone 0400 159 550, email maryanne.ryan@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting Services, Department of Education, G.P.O Box 169, Hobart, 7001, phone (03) 6233 7252, fax 02 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (South)

Geeveston District High School

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

Applications Close:—Friday, 30 September 2011.

Salary:—\$89,397 p.a.

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

Permanent full-time.

Location:—Geeveston District High School.

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

Essential Requirements:—Teaching qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

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 Peter Pickett, Department of Education, phone (03) 6297 1366, email peter.pickett@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting Services, Department of Education, G.P.O Box 169, Hobart, 7001, phone (03) 6233 7252, fax 02 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (South-East)

Swansea Primary School

Principal, Swansea Primary School (202269).

Applications Close:—Friday, 30 September 2011.

Salary:—\$89,397 p.a.

Teaching Service (TPS) Award, Band 3, Level 1.

Permanent full-time from as soon as possible.

Location:—Swansea Primary School.

Description of Role:—To lead and direct the educational program and administration of a school/ college in accordance with appropriate Acts, Regulations and guidelines.

Essential Requirements:—Teaching qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

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 Bob Phillips, Department of Education, phone (03) 6212 3117, email bob.phillips@education.tas.gov.au.

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

EDUCATION

LEARNING SERVICES

Learning Services (South-East)

Triabunna District High School

Laboratory Technician, Triabunna District High School (960766).

Applications Close:—Friday, 30 September 2011.

Salary:—\$51,832 – \$56,418 pro rata.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 14.7 hours per fortnight.

Location:—Triabunna District High School.

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

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

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

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

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

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

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

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

EDUCATION

POST-YEAR 10

Tasmanian Academy

Elizabeth College

Teacher (Electronics/Mathematics) (001885).

Applications Close:—Friday, 30 September 2011.

Salary:—\$51,575 – \$82,533 pro rata.

Teaching Service (TPS) Award, Teacher.

Permanent part-time 35 hrs per fortnight 0.5 FTE.

Location:—Elizabeth College.

Duties:—To implement and manage appropriate learning programs for students and to assess individual student progress in Electronics and Mathematics.

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.

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.

Enquiries to Karen Clark, Assistant Principal, Department of Education, phone (03) 6235 6529, email karen.clark@academy.tas.edu.au.

Please note: to be considered for an interview an applicant must address each of the selection criteria, outlined in the Statement of Duties. The Job Kit for this position can be downloaded from www.jobs.tas.gov.au.

Applications to Human Resource Services (Recruitment), Shared Services, G.P.O Box 1625, Hobart 7001, phone (03) 6233 4668, fax (03) 6231 2254, email recruitment@sharedservices.tas.edu.au.

All applications are formally acknowledged within 3 working days of the closing date.

Applications forwarded by email also receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within Shared Services.

If no acknowledgement or system generated response is received contact should be made with the Human Resource Services, Shared Services on (03) 6233 4668.

EDUCATION

POST-YEAR 10

Tasmanian Academy

Elizabeth College

Teacher (Mathematics) (001899).

Applications Close:—Friday, 30 September 2011.

Salary:—\$51,575 – \$82,533 pro rata.

Teaching Service (TPS) Award, Teacher.

Permanent part-time 35 hrs per fortnight 0.5 FTE.

Location:—Elizabeth College.

Duties:—To implement and manage appropriate learning programs for students and to assess individual student progress in Mathematics.

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

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.

Enquiries to Karen Clark, Assistant Principal, Department of Education, phone (03) 6235 6529, email karen.clark@academy.tas.edu.au.

Please note: to be considered for an interview an applicant must address each of the selection criteria, outlined in the Statement of Duties. The Job Kit for this position can be downloaded from www.jobs.tas.gov.au.

Applications to Human Resource Services (Recruitment), Shared Services, G.P.O Box 1625, Hobart 7001, phone (03) 6233 4668, fax (03) 6231 2254, email recruitment@sharedservices.tas.edu.au.

All applications are formally acknowledged within 3 working days of the closing date.

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If no acknowledgement or system generated response is received contact should be made with the Human Resource Services, Shared Services on (03) 6233 4668.

EDUCATION

POST-YEAR 10

Tasmanian Academy

Hellyer College

Teacher (Mathematics) (000987).

Applications Close:—Friday, 30 September 2011.

Salary:—\$51,575 – \$82,533 p.a.

Teaching Service (TPS) Award, Teacher.

Permanent full-time.

Location:—Hellyer College.

Duties:—To implement and manage appropriate learning programs for students and to assess individual student progress in Mathematics.

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

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.

Enquiries to Neville Windsor, Assistant Principal, Department of Education, phone (03) 6435 5200, email neville.windsor@academy.tas.edu.au.

Please note: to be considered for an interview an applicant must address each of the selection criteria, outlined in the Statement of Duties. The Job Kit for this position can be downloaded from www.jobs.tas.gov.au.

Applications to Human Resource Services (Recruitment), Shared Services, G.P.O Box 1625, Hobart 7001, phone (03) 6233 4668, fax (03) 6231 2254, email recruitment@sharedservices.tas.edu.au.

All applications are formally acknowledged within 3 working days of the closing date.

Applications forwarded by email also receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within Shared Services.

If no acknowledgement or system generated response is received contact should be made with the Human Resource Services, Shared Services on (03) 6233 4668.

EDUCATION

POST-YEAR 10

Tasmanian Academy

Hobart College

Advanced Skills Teacher—5 Vacancies.

Applications Close:—Friday, 30 September 2011.

Salary:—\$89,397 p.a.

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

Vacancy No. 002317, 002318, 002319, 002322, 002323.

Permanent full-time.

Location:—Hobart College.

Duties:—The Academy Advanced Skills Teacher models best teaching practice and is a leader of learning and learners who promotes the success of all students on an Academy campus. The occupant works closely with the Academy and College leadership to implement key elements of the Academy Corporate Plan. For students and staff, the AST provides a critically important link between teachers' work and the achievement of the Academy's broader vision and goals.

Essential Requirements:—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.

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.

Enquiries to Tracy Siedler, Principal, Hobart College, Department of Education, phone (03) 6220 3133, email tracy.siedler@academy.tas.edu.au.

Please note: to be considered for an interview an applicant must address each of the selection criteria, outlined in the Statement of Duties. The Job Kit for this position can be downloaded from www.jobs.tas.gov.au.

Applications to Human Resource Services (Recruitment), Shared Services, G.P.O Box 1625, Hobart 7001, phone (03) 6233 4668, fax (03) 6231 2254, email recruitment@sharedservices.tas.edu.au.

All applications are formally acknowledged within 3 working days of the closing date.

Applications forwarded by email also receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within Shared Services.

If no acknowledgement or system generated response is received contact should be made with the Human Resource Services, Shared Services on (03) 6233 4668

HEALTH AND HUMAN SERVICES

HUMAN SERVICES

*Children and Youth Services***Child and Family Health Nurse (500893).**

Applications Close:—Friday, 30 September 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 part-time day work, 45.6 hours per fortnight.

Location:—CHAPS North, Scottsdale.

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:—We are seeking a Child and Family Health Nurse to work with us in a Primary Health Care framework and in accordance with the philosophy of Child Health and Parenting Service, Agency policy and legal requirements. The Child and Family Health Nurse will: provide assessment, care and support to individuals/groups; undertake all aspects of early identification and early intervention activities; and participate in community development and health promotion activities.

There maybe other permanent or fixed term, full-time, part-time or casual positions available from this process.

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 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 and Identification check.

Enquiries to Ros Wilson, Department of Health and Human Services, phone (03) 6336 2155, email ros.wilson@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

*Children and Youth Services***Child Protection Worker (501529).**

Applications Close:—Friday, 30 September 2011.

Salary:—\$47,618 – \$76,401 p.a.

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

Permanent full-time day work.

Location:—Child Protection Services, Hobart.

Duties:—The Tasmanian Department of Health and Human Services seeks a Child Protection Worker to join the welcoming and supportive team at Children and Youth Services.

The Child Protection Worker is responsible for the provision of assessment, advice and referral services, case management services and placements outside the child/young person's home. The role of the Child Protection Worker is to provide professional services in accordance with legislation, practice guidelines, policies and procedures and by applying professional judgement to ensure that services are delivered in the best interest of the child/young person and their family.

The Child Protection Worker forms part of the broader Children and Youth Services, which incorporates Community Youth Justice and Child Health and Parenting Services. The position works collaboratively with professional staff from other operational areas from within the Department of Health and Human Services, the Department of Education, Tasmania Police, and a range of non-government organisations.

There may be other permanent or fixed term, full-time, part-time or casual positions available from this process.

Essential Requirements:—A Bachelor of Social Work or a Diploma of Community Welfare Work or other tertiary qualifications at Diploma or above level which include units of study in case management/casework practice and supervised practical work placements in relevant fields.

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 and Identification check.

Enquiries to Lee-Ann 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

Primary Health Services North West

Enrolled Nurse (502388).

Applications Close:—Friday, 7 October 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, fully rotational, working 76 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—King Island Hospital and Health Centre.

Duties:—The King Island Hospital and Health Centre is

keen to recruit an enthusiastic and motivated Enrolled Nurse to provide direct and indirect nursing care to its patients and join our team of committed health professionals.

A part of the North West Area Health Service, the King Island Hospital and Health Centre provides emergency, acute and sub acute care fully supported by the North West Regional Hospital in Burnie. A residential aged care facility is also incorporated into the Centre, offering 14 beds and some redevelopment is underway which will result in a contemporary and well resourced working environment.

As an Enrolled Nurse, you will enjoy the diversity this position offers and you will contribute to the health outcomes of your patients through excellence in practice, fostering a learning culture, contributing to research and quality improvement activities and working effectively within a multidisciplinary team.

The King Island Hospital is co-located with the Community Health Centre where a range of Allied Health Services are available and two general practitioners provide primary health care along with clinical services to the clients of the Hospital.

We will offer you a welcoming and supportive environment, excellent remuneration with additional remote and district allowances provided. You will also have access to salary packaging and three return flights per annum for self and dependents to Melbourne, Devonport or Burnie.

This is your chance to live in an idyllic island location, with a rewarding career and achieve a work/life balance that your friends will envy. Please call the Director of Nursing, Robyn Bridgewater to discuss your application today on 6462 9900 or email robyn.bridgewater@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 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 and Identification 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

Registered Nurse (502384).

Applications Close:—Friday, 7 October 2011.

Salary:—\$50,761 – \$67,111 p.a.

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

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

Location:—King Island Hospital and Health Centre.

Duties:—Our caring and dedicated team of health professionals is looking forward to a Registered Nurse joining them to provide high quality clinical care to the patients and clients of the King Island Hospital and Health Centre.

A part of the North West Area Health Service, the King Island Hospital and Health Centre provides emergency, acute and sub acute care fully supported by the North West Regional Hospital in Burnie. A residential aged care facility is also incorporated into the Centre, offering 14 beds and some redevelopment is underway which will result in a contemporary and well resourced working environment.

As a Registered Nurse, you will enjoy the scope of practice on offer and this is a real opportunity to extend yourself, be challenged and enjoy the diversity this position presents. You will contribute to the health outcomes of your patients through excellence in practice, fostering a learning culture, excellent communication skills and working effectively within a multidisciplinary team.

The King Island Hospital is co-located with the Community Health Centre where a range of Allied Health Services are available and two general practitioners provide primary health care along with clinical services to the clients of the Hospital.

We will offer you a welcoming and supportive environment, excellent remuneration with additional remote and district allowances provided. You will also have access to salary packaging and three return flights per annum for self and dependents to Melbourne, Devonport or Burnie.

This is a unique chance to work in a beautiful location, possess a rewarding career and achieve a work/life balance that your friends will envy. Please call the Director of Nursing, Robyn Bridgewater to discuss your application today on 6462 9900 or email robyn.bridgewater@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 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 and Identification 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

NORTHERN AREA HEALTH SERVICE

Launceston General Hospital

Registered Nurse (519250).

Applications Close:—Friday, 30 September 2011.

Salary:—\$50,761 – \$67,111 p.a.

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

Permanent part-time shift work (fully rotational), working 64 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Northern Cardiac Unit.

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.

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 and Identification check.

Enquiries to Shelley Foale, Department of Health and Human Services, phone (03) 6348 8712, email shelley.foale@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Royal Hobart Hospital

Medical Scientist (519595).

Applications Close:—Friday, 30 September 2011.

Salary:—\$47,618 – \$76,401 p.a.

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

Permanent full-time day worker, working 76 hours per fortnight.

Location:—Royal Hobart Hospital.

Duties:—Provide a service in the molecular diagnosis of acquired, inherited and infectious diseases. The person in this position is part of a team of professional staff engaged in the diagnostic, developmental, research and training activities of the Molecular Medicine Laboratory. They are expected to demonstrate competence and proficiency compatible with their level of experience in the provision of this service.

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

Please Note:—Appropriate course of study, must have a sound theoretical knowledge in the field of diagnostic Molecular Biology gained either through satisfactory completion of an appropriate science degree from a recognised tertiary institution or an alternative approved qualification.

Enquiries to Jan Williamson, Department of Health and Human Services, phone (03) 6222 8912, email jan.williamson@dhhs.tas.gov.au.

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

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INFRASTRUCTURE, ENERGY AND RESOURCES

ROADS AND TRAFFIC

Traffic and Infrastructure

Senior Technical Officer Asset Management (371870).

Applications Close:—Friday, 30 September 2011.

Salary:—\$69,753 – \$72,946 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Hobart.

Duties:—Co-ordination of the Department's road and bridge planning, design, construction and maintenance technical standards and specifications by continuous improvement and innovation, including performance monitoring. Consultation with internal and external stakeholders is required.

Provide technical input and general project management assistance in the development, monitoring and review of plans and policies that relate to the current and future management of the State's road and bridge asset, including impacts of legislative and environmental changes.

Provide in-depth analysis and interpretation of road asset data and prepare detailed technical reports.

Provide technical advice to Contract Administration and Specification Owners on road management plans, standards and specifications and asset management policies, standards and specifications.

Identify solutions to protect the road and bridge asset from impact by utility authorities and others, including development of permits.

Supervision of section staff as required in the performance of duties.

As an Austroads member represent the Department on state and national groups relevant to the duties as required.

Desirable Requirements:—An Advance Diploma of Engineering Design (Civil).

Current driver licence.

Essential Requirements:—An Associate Diploma from a recognised TAFE institution, or an equivalent qualification, appropriate to the nature of the work.

Enquiries to Barry Walker, Manager Asset Management, Department of Infrastructure, Energy and Resources, 10 Murray Street, phone 6233 8682, email Barry.Walker@dier.tas.gov.au.

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

Essential Requirements:—A Diploma of Engineering Design (Civil), or an equivalent qualification, from a recognised TAFE/ Polytechnic institution appropriate to the nature of the work.

INFRASTRUCTURE, ENERGY AND RESOURCES

ROADS AND TRAFFIC

Traffic and Infrastructure

Technical Officer Asset Management (373399).

Applications Close:—Friday, 30 September 2011.

Salary:—\$51,832 – \$56,418 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—Hobart.

Duties:—Provide technical and project assistance in the development, monitoring and review of the Department's road and bridge planning, design, construction and maintenance technical standards and specifications.

Research and undertake technical analysis and tasks to assist with monitoring and review of road asset management strategies, policies, plans and procedures.

Undertake technical assessments relating to road corridor management, including processing of major services permit applications.

Consult with key internal and external stakeholders in the delivery of duties, including service authorities, general public, Local Government, consultants, other state road authorities and other sections of DIER.

Provide verbal and written reports on activities undertaken as directed.

Provide technical assistance with other duties or projects within the individual's capabilities, or for developmental purposes.

Desirable Requirements:—Studying towards a Diploma or Advanced Diploma of Engineering Design (Civil).

Current drivers licence.

Enquiries to Barry Walker, Manager Asset Management, Department of Infrastructure, Energy and Resources, 10 Murray Street, phone 6233 8682, email Barry.Walker@dier.tas.gov.au.

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

Essential Requirements:—A Certificate III in Engineering Technical, or an equivalent qualification, from a recognised TAFE/ Polytechnic institution appropriate to the nature of the work.

JUSTICE

COMMUNITY CORRECTIONS

Northern Region

Administrative Support Officer (350820).

Applications Close:—Friday, 30 September 2011.

Salary:—\$45,823 – \$49,978 pro rata.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time 61.5 hours per fortnight.

Location:—Launceston.

Duties:—Provide a wide range of clerical duties including word processing, preparation of correspondence and document production duties of a highly confidential nature.

Liaise with Government Departments, outside Agencies, clients and the general public in a sensitive manner.

Provide personal and telephone reception facilities including handling enquiries, screening of telephone calls and providing accurate information to enquirers.

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 and Identification check.

Enquiries to Annette Carr, Team Leader, Community Corrections North, Department of Justice, phone (03) 6336 2387, email annette.carr@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 Annette Carr on (03) 6336 2387 or email annette.carr@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 four attachments in either Microsoft Word format, PDF or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

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

JUSTICE

COMMUNITY CORRECTIONS

Southern Region

Probation Officer, 3 Vacancies

Applications Close:—Friday, 30 September 2011.

Salary:—\$58,179 – \$67,288 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Vacancy No. 356282.

Permanent full-time 73.5 hours per fortnight.

Location:—Southern Region.

Vacancy No. 356283.

Permanent full-time 73.5 hours per fortnight.

Location:—Southern Region.

Vacancy No. 354584.

Fixed-term part-time 44.10 hours per fortnight until 27 April 2012.

Location:—Southern Region.

Duties:—Conduct interviews and undertake assessments of offenders in order to provide accurate and timely advice to the Courts and 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.

Assess offender risk and needs, including criminogenic, personal and social needs and subsequently develop, implement and regularly review Individual Management Plans. Where appropriate, refer offenders to and conduct appropriate programmes.

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 and Identification check.

Desirable Requirements:—A relevant tertiary or industry qualification.

A current driver's licence.

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

Enquiries to Martha Robson, Community Corrections, Senior Practice Consultant, Department of Justice, phone (03) 6233 9570, email martha.robson@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 Martha Robson on 6233 9570 or email martha.robson@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 four attachments in either Microsoft Word format, PDF or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

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

POLICE AND EMERGENCY MANAGEMENT.

FORENSIC SCIENCE SERVICE TASMANIA.

Administration.

Administration Manager (003162).

Applications Close:—Friday, 30 September 2011.

Salary:—\$58,179 – \$67,288 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent part-time 0.6 FTE spread of hours/days neg.

Location:—New Town.

Duties:—Manage a small team of administrative staff and ensure that high level office administration services are provided to the FSST team.

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

Qualifications and Experience:—Post-secondary qualifications in a discipline relevant to business management, finance and accounting, or information technology is desirable.

Enquiries to Mr Laszlo Szabo, Director Forensic Science Service Tasmania, Department of Police and Emergency Management, 20 St Johns Avenue, New Town, phone (03) 6278 5608, email laszlo.szabo@fsst.tas.gov.au.

Applications to Co-ordinator, Employee Relations, Department of Police and Emergency Management, G.P.O Box 308 HOBART TAS 7001, phone (03) 6230 2266, fax (03) 6230 2119, email applications@police.tas.gov.au.

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Relations on (03) 6230 2266. Please ensure that your application is in either Microsoft Word format, PDF or RTF (rich text format).

POLICE AND EMERGENCY MANAGEMENT

FORENSIC SCIENCE SERVICE TASMANIA

Forensic Chemistry

Forensic Scientist (Toxicology Manager) (002819).

Applications Close:—Friday, 30 September 2011.

Salary:—\$84,760 – \$93,657 p.a.

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

Permanent full-time.

Location:—New Town.

Duties:—To lead a team of scientists and technicians in providing a forensic toxicology testing service to FSST clients, including the conduct of routine and complex examination of case items and the provision of reports and court testimony.

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

Enquiries to Mr Laszlo Szabo, Director Forensic Science Service Tasmania, Department of Police and Emergency Management, G.P.O Box 308, Hobart, TAS, 7001, phone (03) 6278 5608, email Laszlo.Szabo@fsst.tas.gov.au.

Applications to Co-ordinator, Employee Relations, Department of Police and Emergency Management, G.P.O Box 308, Hobart, TAS, 7001, phone (03) 6230 2266, fax (03) 6230 2119, email applications@police.tas.gov.au.

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Relations on (03) 6230 2266. Please ensure that your application is in either Microsoft Word format, PDF or RTF (rich text format).

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

RESOURCE MANAGEMENT AND CONSERVATION

Policy and Conservation Assessment

Natural Values Assessment Officer (702598).

Applications Close:—Friday, 30 September 2011.

Salary:—\$58,179 – \$67,288 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time until 8 August 2012 or until the return of the substantive occupant whichever is the sooner.

Location:—Hobart.

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

Duties:—Undertake the assessment of the impact of development proposals on natural values and develop impact mitigation strategies and solutions, and provide advice on natural resource management and nature conservation issues in Tasmania.

Desirable Requirements:—A university degree or an equivalent qualification in a relevant discipline. Ability to use geographic information systems preferably in a MapInfo environment. A current motor vehicle driver's licence.

Applications should quote vacancy title and number, be marked Personal and Confidential and addressed as indicated.

At DPIPWE, we value the diverse backgrounds, skills and contributions of all employees and treat each other with respect.

Enquiries to Rebecca Pinto, phone (03) 6216 4251, email Rebecca.Pinto@dpiuwe.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O Box 44 Hobart Tas 7001, phone (03) 6233 3004, fax (03) 6233 3682, email job.applications@dpiuwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

PARKS AND WILDLIFE SERVICE

Strategy and Sustainable Use

Working on Country Trainee Ranger (2 Positions) (706437 and 706440).

Applications Close:—Friday, 30 September 2011.

Salary:—\$35,511 – \$44,233 p.a.

Tasmanian State Service Award, General Stream, Band 1.

Fixed-term full-time for 4 Years.

Location:—Northern and Southern Regions.

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

A percentage salary loading may be payable in addition to the annual award salary for those employees who are authorised to undertake work on weekends, public holidays, outside normal working hours and for performing first aid duties.

Duties:—Undertake a four year professional development program, incorporating Certificate IV and/or Diploma, Conservation and Land Management, to develop the skills, knowledge and attitudes necessary to implement the Field Centre operation plans, carries out works programs and projects

to achieve the conservation and sustainable use of natural and cultural resources.

Essential Requirements:—Aboriginality. As this is an Aboriginal specific employment program, applicants must be an Aboriginal person or Torres Strait Islander and must be assessed as eligible under the Policy on Eligibility for Aboriginal and Torres Strait Islander Specific Programs and Services delivered by the Tasmanian Government. A current motor vehicle driver's licence. Physical fitness and a medical clearance to undertake an 'arduous' task based assessment (4.83km walk, carrying 20.5kg in 45 minutes). A Workplace Level 2 First Aid Certificate or ability to acquire.

Desirable Requirements:—Certificate III in Conservation and Land Management or similar qualification and/or at least 12 months practical experience in a related field of work.

Applications should quote vacancy title and number, be marked Personal and Confidential and addressed as indicated.

At DPIPWE, we value the diverse backgrounds, skills and contributions of all employees and treat each other with respect.

Enquiries to Chris Leitch, Department of Primary Industries, Parks, Water and Environment, phone (03) 6233 4016, email Chris.Leitch@parks.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O Box 44, Hobart, Tas. 7001, phone (03) 6233 3004, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

TREASURY AND FINANCE

CORPORATE SUPPORT DIVISION

Information Systems Branch

Project Officer (724115).

Applications Close:—Friday, 30 September 2011.

Salary:—\$58,179 – \$67,288 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time until 30 June 2012.

Location:—Hobart.

Duties:—To support the Department's Information Management Projects work through the preparation and maintenance of project documentation and undertaking project related tasks.

In the context of the selection criteria, to be successful in the position applicants will have: strong analytical skills with the ability to apply these skills to information system projects; good written communication skills with demonstrated attention to detail and record keeping skills; and a strong stakeholder focus and strong interpersonal skills.

Desirable Requirements:—Diploma or Advanced Diploma, completion, or partial completion, of relevant tertiary qualifications.

Enquiries to Dipak Bhandari, Project Manager, Information Systems Branch, Department of Treasury and Finance, phone (03) 6233 6645, email dipak.bhandari@treasury.tas.gov.au.

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

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

Tasmanian Government — Senior Executive Service

EDUCATION

LEARNING SERVICES

Learning Services (North)

General Manager, Learning Services (North) (963198). (Re-advertised).

Applications Close:—Friday, 30 September 2011.

Salary:—\$157,247 – \$172,972 p.a.

Senior Executive, Level 3.

Fixed-term full-time Senior Executive contract position for up to 3 years.

Location:—Learning Services (North).

Description of Role:—Provide leadership of and strategic direction for all operational activities throughout the Learning Services including networks and schools, in consultation with Network Leaders. Strategically manage resources, learning and support services to lead and support education and business improvement in schools and colleges. Oversee and monitor the school improvement, performance and accountability processes for networks and schools. Lead and direct the formulation, development and implementation of strategies and associated planning as part of the department's executive group. Build interagency and regional partnerships that are consistent with department and government directions.

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. Disciplinary action in previous employment check.

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

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

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

For a copy of the Statement of Duties please contact Michelle Peck, phone (03) 6233 8065, email michelle.peck@education.tas.gov.au.

Enquiries to Liz Banks, Department of Education, phone (03) 6233 7985, email liz.banks@education.tas.gov.au.

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

EDUCATION

LEARNING SERVICES

*Learning Services (North-West)****General Manager, Learning Services (North West) (963199).
(Re-advertised).***

Applications Close:—Friday, 30 September 2011.

Salary:—\$157,247 – \$172,972 p.a.

Senior Executive, Level 3.

Fixed-term full-time Senior Executive contract position for up to 3 years.

Location:—Learning Services (North West).

Description of Role:—Provide leadership of and strategic direction for all operational activities throughout the Learning Services including networks and schools, in consultation with Network Leaders. Strategically manage resources, learning and support services to lead and support education and business improvement in schools and colleges. Oversee and monitor the school improvement, performance and accountability processes for networks and schools. Lead and direct the formulation, development and implementation of strategies and associated planning as part of the department's executive group. Build interagency and regional partnerships that are consistent with department and government directions.

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. Disciplinary action in previous employment check.

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

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

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

For a copy of the Statement of Duties please contact Michelle Peck, phone (03) 6233 8065, email michelle.peck@education.tas.gov.au.

Enquiries to Liz Banks, Department of Education, phone (03) 6233 7985, email liz.banks@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.

Staff Movements

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Education	Workforce Learning Leader	D. Purcell	12 months	21.09.11
Education	Teacher Aide	N. Davey	6 months	19.09.11
Education	Teacher	B. Fletcher	12 Months	19.09.11
Health & Human Services	Registered Nurse	J. Johnson	6 months	13.09.11
Health & Human Services	Registered Nurse	A. Pyke	6 months	18.09.11
Health & Human Services	Registered Nurse	K. Johstone	6 months	18.09.11
Health & Human Services	Quality Assurance Consultant	P. Campbell	6 months	03.10.11
Health & Human Services	Registered Nurse	C. Clear	6 months	13.09.11
Health & Human Services	Staff Specialist (Neurosurgery)	J. Peters-Willke	6 months	06.09.11
Health & Human Services	Quality Assurance Consultant	S. Whitehead	6 months	03.10.11
Health & Human Services	Registered Nurse	M. Carew	6 months	13.09.11
Health & Human Services	Child and Family Health Nurse	R. Galey	6 months	10.10.11
Health & Human Services	Registered Nurse	T. Armstrong	6 months	18.09.11
Health & Human Services	Registered Nurse	D. Remnitz	6 months	13.09.11
Health & Human Services	Child Protection Worker	S. Smith	6 months	10.10.11
Health & Human Services	Allied Health Professional	S. Connally	6 months	06.09.11
Health & Human Services	Registered Nurse	M. Ambrose	6 months	12.09.11
Health & Human Services	Registered Nurse	M. Gargiulo	6 months	18.09.11
Health & Human Services	Registered Nurse	H. Macdonald-Tavendale	6 months	13.09.11
Health & Human Services	Child Protection Worker	V. Bowen	6 months	03.10.11
Health & Human Services	Data Analyst	A. Stott	6 months	19.09.11
Health & Human Services	Registered Nurse	E. Clifford	6 months	12.09.11
Health & Human Services	Registered Nurse	R. Schuller	6 months	18.09.11
Health & Human Services	Maintenance Officer/Transport Driver	B. Chandler	6 months	20.09.11
Health & Human Services	Disability Consultant (Gateway)	S. Robson	6 months	27.09.11
Health & Human Services	Registered Nurse	L. Kent	6 months	13.09.11
Health & Human Services	Registered Nurse	P. Valentine-Smith	6 months	18.09.11
Health & Human Services	Registered Nurse	J. Breadmore	6 months	18.09.11
Health & Human Services	Quality Assurance Consultant	M. Seaton	6 months	03.10.11
Justice	Community Service Order Supervisor	O. Jaeger	6 Months	15.09.11
Treasury & Finance	Publications Officer	P. Bartley	6 months	19.09.11

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>
Education	Teacher (Migrant Education)	J. Brennan	05.09.11 to 30.06.14	05.09.11
Education	Teacher (Migrant Education)	S. Reszke	18.07.11 to 30.06.14	18.07.11
Education	Teacher (Migrant Education)	J. Mulberry	18.07.11 to 30.06.14	18.07.11
Education	Teacher (Migrant Education)	B. Higgins	18.07.11 to 30.06.14	18.07.11
Education	Teacher (Migrant Education)	Y. Correlje-Scott	18.07.11 to 30.06.14	18.07.11
Education	Teacher (Migrant Education)	A. Baird	18.07.11 to 30.06.14	18.07.11
Education	Teacher (Migrant Education)	J. Williamson	18.07.11 to 30.06.14	18.07.11

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>
Education	Teacher (Migrant Education)	M. Champion	3 years	01.07.11
Education	Teacher (Migrant Education)	M. Birtus	3 years	01.07.11
Education	Teacher (Migrant Education)	S. Peacock	3 years	01.07.11
Education	Teacher (Migrant Education)	M. Osborne	3 years	01.07.11
Education	Teacher (Migrant Education)	K. Gilbert	3 years	01.07.11
Education	Teacher (Migrant Education)	K. Bromfield	3 years	01.07.11
Education	Teacher (Migrant Education)	J. Turner	3 years	01.07.11

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services	C. O'Shea	Quality Assurance Consultant	03.10.11
Justice	R. Thomas	Deputy District Registrar & Assistant Manager	15.09.11
Primary Industries, Parks, Water & Environment	J. Brown	Graduate Finance Analyst	26.09.11

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services	Registered Nurse	E. Ramsay	12.09.11
Health & Human Services	Staff Specialist	D. Dunbabin	02.09.11
Health & Human Services	Customer Service Officer	M. Coombe	08.09.11
Health & Human Services	Data Analyst	J. Mathewson	09.09.11
Health & Human Services	Policy Officer - Physical Activity	K. Jose	24.08.11
Health & Human Services	Debt Recovery Clerk	M. Jones	19.08.11
Health & Human Services	Clinical Network Policy & Project Officer	C. McQueeney	08.02.11
Health & Human Services	Director of Nursing (Alcohol and Drug Service)	C. Schafer	09.09.11
Health & Human Services	Telephonist	R. Lloyd	07.09.11
Health & Human Services	Home Help Personal Carer	J. McCarthy	08.09.11
Health & Human Services	Specialist Othotist/Prosthetist	M. Tshisekedi	09.09.11
Health & Human Services	Registered Nurse	K. Holliday	12.09.11
Police & Emergency Management	Communications Technical Officer	A. Stott	28.09.11
Primary Industries, Parks, Water & Environment	Manager, Environmental Operations	F. Browne	18.10.11
Primary Industries, Parks, Water & Environment	Senior Environmental Officer	M. Cretney	30.09.11
Treasury & Finance	Administrative Officer	J. Jackson	20.09.11

Resignation of Officers

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
The Skills Institute	G. Butterworth	General Manager, Sales and Marketing	13.09.11

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services	Ward Clerk	H. Hall	16.09.11
Health & Human Services	Registered Nurse	H. McNeice	14.09.11
Primary Industries, Parks, Water & Environment	Senior Technical Officer	B. Cullen	30.09.11
Primary Industries, Parks, Water & Environment	Quality Systems Administrator	T. Pickett	30.09.11
Primary Industries, Parks, Water & Environment	Botanical Resources Officer	A. Macfadyen	30.09.11
Primary Industries, Parks, Water & Environment	Horticulturist	J. Daniels	30.09.11
Primary Industries, Parks, Water & Environment	Forensic Accountant	P. Morgan	19.09.11
Primary Industries, Parks, Water & Environment	Supervising Seed Analyst	M. Dearing	23.09.11
The Skills Institute	Technical Employee	R. Herron	16.09.11

Retirement of Officers

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Justice	G. Barber	Project Manager	18.09.11



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(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.

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WILLS | DECEASED ESTATES | FINANCIAL ADMINISTRATION | ENDURING POWERS OF ATTORNEY

Matters of Trust



WHAT IS A WILL AND WHY IS IT SO IMPORTANT?

Public Trustee

A Will is a legal document in which you state how you want your assets to be distributed after your death. In your Will you can nominate an Executor who is a person or entity responsible and personally liable for the entire administration of your estate. A Will also provides you with the opportunity to name guardians for your children, establish trusts or donate to charity.

Why is it so important?

You work hard during your lifetime building up assets. A home, car, superannuation, insurance policies, shares and other investments to provide the lifestyle and security you want for yourself and your family. Making a Will ensures your hard earned assets are passed on to the people you choose. It means security for those you love and those for whom you are responsible.

If you die without a Will (intestate) your estate will be divided according to a formula set down by state legislation. The formula may not reflect your wishes and which may cause undue hardship, cost and delay for your family.

Keeping your Will up-to-date.

If you already have a Will, it's important to ensure it is up-to-date to reflect any changes in circumstance; such as births of children or grandchildren, marriages, separations, deaths, retirement or even purchases of major assets. The Public Trustee recommends you update your Will every three to five years.

Why choose the Public Trustee?

- We are experienced – we have been writing Wills and administering estates for over 150 years.
- We are reliable – we were established by an Act of Parliament so, unlike a private Executor, we will always be around to ensure that your wishes are carried out with impartiality and integrity.
- We are impartial – while your family grieve, we get on with the job and take an objective point of view on situations.
- We are specialists – we know what we are doing and we are good at it:
 - As your Executor, we take on full responsibility for administering your valuable assets in accordance with your wishes.
 - In trusts created by your Will, we will meet all legal and investment requirements for the lifetime of the Trust.
 - All money that the Public Trustee receives from an estate is placed in the Public Trustee's Common Fund which pays a competitive interest rate until it is distributed.
- We will consult with your family – We work with your family to ensure they understand the process and provide them with indicative time frames for each stage. We are happy to receive contact from them regarding the progress of an estate.
- You can change your Will as often as required at no charge.

To make your Will with the Public Trustee call us on 1800 068 784

At the Public Trustee you know: if it's important to you, it's important to us.

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