

# TASMANIAN STATE SERVICE NOTICES

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#### **WEDNESDAY 11 JANUARY 2012**

OVER THE COUNTER SALES \$1·10 INCLUDING G.S.T.

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

#### Vacancies—General Information

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

#### www.jobs.tas.gov.au

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

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

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

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

#### Further Information

Applicants are strongly advised to seek further information including the statement of duties, from the <code>www.jobs.tas.gov.au</code> 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 <code>www.jobs.tas.gov.au</code> site or the enquiries person. Application forms are available from the <code>www.jobs.tas.gov.au</code> 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.

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

#### HEALTH AND HUMAN SERVICES

HUMAN SERVICES

Children and Youth Services

#### Team Leader, Child Protection Services—2 Vacancies.

Applications Close:—Friday, 20 January 2012.

Salary:—\$75,005 – \$86,033 p.a.

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

Vacancy No. 517684.

Permanent full-time day work (part-time hours may be considered by negotiation).

Location:—CÝS, Children and Youth Services, North

To co-ordinate the service delivery, including the management of financial, human and physical resources, of Child Protection staff employed to perform all functions of the statutory Child Protection program.

Vacancy No. 517684.

Fixed-term full-time day work commencing As soon as possible for a period of 12 months (part-time hours may be considered by negotiation).

Location:—CYS, Children and Youth Services, North West

To co-ordinate the service delivery, including the management of financial, human and physical resources, of Child Protection staff employed to perform all functions of the statutory Child Protection program.

Duties:—To co-ordinate the service delivery, including the management of financial, human and physical resources, of Child Protection staff employed to perform all functions of the statutory Child Protection program.

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YOUR WAY FORWARD. www.utas.edu.au | 1300 363 864 Selection Criteria includes:—Significant post graduate experience in a relevant field. A demonstrated ability to provide supervision, leadership and direction to field staff. A high level of knowledge and understanding of current statutory requirements and Departmental procedures or the ability to acquire such knowledge.

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

Current drivers licence.

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

Enquiries to Selina McGuire, Department of Health and Human Services, phone (03) 6434 6404, email selina.mcguire@dhhs.tas.gov.au.

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

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#### HEALTH AND HUMAN SERVICES

#### HUMAN SERVICES

Disability, Housing and Community Services

# Professional Officer, Psychologist or Occupational Therapist (504962).

Applications Close:—Friday, 20 January 2012.

Salary:—\$75,005 - \$86,033 p.a.

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

Fixed-term full-time day work commencing as soon as possible for a period of 12 months (part-time hours may be considered by negotiation).

Location:—DCHS, Disability and Community Services, North.

Duties:—Provide specialist habilitation services to people with disabilities in a range of settings within a transdisciplinary model. Provide and co-ordinate supportive and specialist educational and consultancy services to carers, service providers and the wider community. Initiate and facilitate the establishment and development of services and resources for consumers. Initiate and develop professional and policy advice on specialist habilitation services and related issues for senior and corporate management.

Desirable Requirements:—Current drivers licence. Capacity to lift and transfer clients.

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

Registered with the Psychology Board of Australia; OR Graduate of an approved School of Occupational Therapy and eligibility for membership to Australian Association of Occupational Therapists (AAOT); OR A degree or diploma in Applied Science, Speech Pathology, or equivalent and eligibility for membership of the Speech Pathology Australia (SPA).

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

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

Demonstrated specialist skills in the disability field and contemporary knowledge of the specialist area.

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

Ability to design, implement and provide training programs and educational services to carers, service providers and the wider community.

Enquiries to Fiona Woodfield, Department of Health and Human Services, phone (03) 6336 4130, email fiona.woodfield@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

Mersey Community Hospital

#### Deputy Manager Occupational Therapy Services (517479).

Applications Close:—Friday, 3 February 2012.

Salary:—\$83,935 - \$92,833 p.a.

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

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

Location:—Mersey Community Hospital.

Duties:—Are you an experienced Occupational Therapist looking for that next career challenge? Does the idea of living on Tasmania's stunning North West coast appeal to you?.

A fantastic opportunity exits to join the Occupational Therapy team with the North West Area Health Service, as a Deputy Manager Occupational Therapy Services, based at Mersey Community Hospital in Latrobe.

Primarily you will provide clinical occupational therapy services to clients referred to the service and maintain advanced occupational therapy skills at a level sufficient to provide leadership to junior therapists through role modelling, mentoring, training supervision and participation in research.

Your highly developed communication and organisational skills will be utilised at an advanced level with a wide variety of clients and colleagues to effectively manage clinical issues independently and manage human resources with support from the Manager Occupational Therapy NWAHS.

You will also assume the responsibilities of the service manager when absent. This will require travel throughout the region of the North West Area Health Service on a regular basis.

The North West coast of Tasmania provides an enviable lifestyle for work and social activities. Stunning scenery, outstanding forests, mountains, beaches and rivers provide so many pictures of nature at its best. Together with the sporting and social activities which are a vibrant and inherent part of the North West coast, the overall lifestyle is worth experiencing.

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

Discuss this career opportunity today confidentially with Paula Hyland on 0459 115 993 or email paula.hyland@dhhs.tas.gov.au.

Desirable Requirements:—Current driver's licence.

Post graduate qualifications relevant to the delivery of Occupational Therapy services or health management will be highly regarded.

Essential Requirements:—Graduate of an approved School of Occupational Therapy and eligibility for membership to OT Australia. (Australian Association of Occupational Therapists).

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

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

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#### HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Launceston General Hospital

#### Registered Nurse (504128).

Applications Close:—Friday, 20 January 2012.

Salary:—\$54,527 - \$69,758 p.a..

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1 to Grade 3, Year 8.

Fixed-term full-time shift work (fully rotational). Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence 4 March 2012 until 2 March 2014

Location: Ward 5D, Launceston General Hospital.

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 check in the following areas:—crimes of violence, sex related offences, serious drug offences and Crimes involving dishonesty. Identification check and Disciplinary action in previous employment check.

Enquiries to Mr Kerry Leonard, Department of Health and Human Services, phone (03) 6348 7481, email kerry.leonard@dhhs.tas.gov.au.

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

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#### HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

#### Enrolled Nurse (506172).

Applications Close:—Friday, 20 January 2012.

Salary:—\$49,236 - \$54,527 p.a..

Nurses (TPS) Award, Enrolled Nurse, Grade 1, Year G to Grade 2, Year 4.

Permanent full-time shift work. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Flinders Island Multi Purpose Centre.

Duties:—In accordance with primary health care principles, Agency policies, legal requirements and ANMC competencies the Enrolled Nurse provides direct and indirect nursing care to the client under the direction and supervision of a Registered Nurse

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

Drivers Licence.

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

Enquiries to Andy Brewer, Department of Health and Human Services, phone (03) 6359 2122, email andrew.brewer@dhhs.tas.gov.au.

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

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#### HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

#### Registered Nurse (Midwife) (504539).

Applications Close:—Friday, 20 January 2012.

Salary:—\$54,527 – \$69,758 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1 to Grade 3, Year 8

Permanent part-time shift work (fully rotational), working 8 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—North East Soldiers Memorial Hospital

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 check in the following areas:—crimes of violence, sex related offences, serious drug offences and Crimes involving dishonesty. Identification check and Disciplinary action in previous employment check.

Enquiries to Sue Bucher, Department of Health and Human Services, phone (03) 6352 5522, email sue.bucher@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Northern Area Health Service, 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

#### Senior Physiotherapist, Community (505475).

Applications Close:—Friday, 20 January 2012.

Salary:—\$75,005 – \$86,033 pro rata, per annum.

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

Fixed-term part-time day work, working 45.6 hours per fortnight, commencing As soon as possible until 31 December 2014.

Location:—Southern Tasmania.

Duties:—Do you have extensive general physiotherapy experience and enjoy working within a multidisciplinary team environment? The Community Physiotherapy team requires a team member who enjoys working in rural areas, is adaptable and flexible and committed to client centred care within a primary healthcare framework. This current vacancy provides the opportunity to work within a rural hospital as well as deliver outpatient services for clients and their carers in Southern Tasmania

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

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

Enquiries to Jennie Delaney, Department of Health and Human Services, phone (03) 6222 7217, email jennie.delaney@dhhs.tas.gov.au.

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

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#### HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

#### Post Graduate Nurse Rotation Mental Health (515461).

Applications Close:—Friday, 27 January 2012.

Salary:—\$54,527 - \$69,758 p.a..

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1 to Grade 3, Year 8.

Fixed-term full-time shiftwork, commencing As soon as possible for a period of 2 years.

Location:—Wilfred Lopes Centre, Secure Mental Health Unit, Hobart.

Duties:—Utilise a problem solving approach and established nursing procedures in the delivery of direct nursing care. Collaborate with other members of the health care team to ensure the delivery and evaluation of nursing care. Complete the Graduate Diploma in Advanced Nursing (Mental Health/Psychiatric Nursing).

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia. Enrolment in a post-graduate mental health nursing course. Acceptance as a student in the relevant diploma or certificate program.

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

Enquiries to Vicki Plummer, Department of Health and Human Services, phone (03) 6216 8091, email vicki.plummer@dhhs.tas.gov.au.

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

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#### HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Alcohol and Drug Services

#### Team Leader South (500978).

Applications Close:—Friday, 20 January 2012.

Salary:—\$86,033 - \$95,154 p.a..

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 4

Permanent full-time day work.

Location:—Alcohol and Drugs Services, Hobart.

Duties:—The Tasmanian Alcohol and Drug Service, The Tasmanian Alcohol and Drug Service has an exciting opportunity for a suitably qualified and experienced allied health professional to undertake the role of Team Leader. The successful applicant will lead a dynamic and innovative team of multidisciplinary health professionals who provide specialist and holistic psychosocial interventions and services for people impacted by alcohol, tobacco and other drug use. This position requires the applicant to apply their skills and experience in service development and change management to oversee the day to day operation and future direction of the Community Team.

We offer assistance towards relocation, salary packaging and provide excellent professional development opportunities. Hobart offers a temperate climate, excellent restaurants, entertainment and the full range of services expected of a capital city. With breathtaking World Heritage wilderness and pristine beaches on your door step those inclined towards outdoor pursuits are right at home.

You will be a suitably qualified Allied Health Professional with demonstrated leadership and management experience and knowledge/experience working in the Alcohol, Tobacco and Other Drug Sector.

Essential Requirements:—Degree in Social Work giving eligibility for membership to the Australian Association for Social Workers, or Graduate of an approved School of Occupational Therapy and Eligibility for membership to OT Australia (Australia Association of Occupational Therapy), or Registered with the Psychology Board of Australia.

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

Desirable:—Current driver's licence.

Enquiries to Wendy Woodman, Department of Health and Human Services, phone (03) 6230 7903, email wendy.woodman@dhhs.tas.gov.au.

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

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#### HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Health and Wellbeing Services

Cancer Screening and Control Service

#### Specialist Radiographer (513066).

Applications Close:—Friday, 27 January 2012.

Salary:—\$75,005 – \$86,033 pro rata, per annum.

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

Fixed-term part-time daywork, working 38 hours per fortnight, commencing As soon as possible for a period of 2 years.

Location:—BreastScreen Clinical Services, North.

Duties:—Responsible for performing screening mammography and further assessment imaging as required at BreastScreen Tasmania screening unit site locations.

Desirable Requirements:—Highly Desirable: Current drivers license.

Essential Requirements:—Entitled to be granted registration in Tasmania by the Medical Radiation Science Professionals Registration Board (MRSPRB).

Enquiries to Jenny Huntley, Department of Health and Human Services, phone (03) 6216 4324, email jenny.huntley@dhhs.tas.gov.au.

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

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#### HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Health and Wellbeing Services

Oral Health Services

#### Dental Assistant (501380).

Applications Close:—Friday, 20 January 2012.

Salary:—\$46,183 - \$49,324 p.a.

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

Fixed-term full-time daywork, commencing as soon as possible for a period of 12 months.

Location:—Oral Health Services South.

Duties:—Assist the Dental Clinician by providing a range of support including clinical chairside assistance, administrative and clerical activities, and sterilisation and infection control practices.

Enquiries to Anita Lindsay, Department of Health and Human Services, phone (03) 6214 5485, email anita.lindsay@dhhs.tas.gov.au.

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

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#### HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Mental Health Services North

#### CATT Clinician (Allied Health Professional) (519546).

Applications Close:—Friday, 27 January 2012.

Salary:—\$75,005 - \$86,033 p.a.

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

Permanent full-time shiftwork.

Location:—Adult Community Mental Health Service, North.

Duties:—Provide crisis assessment, treatment and intense support to mental health clients and during a client's acute episode. Provide specialist mental health assessment, triage and treatment in the Emergency Department of patients who have mental health problems covering all age groups to include child and adolescent, adult and older persons. Care planning and linkage to other sources for follow up after discharge from emergency facilitation of transfer from emergency to the mental health inpatient unit.

Essential Requirements:—Degree in Social Work giving eligibility for membership to the Australian Association for Social Workers, or Graduate of an approved School of Occupational Therapy and eligibility for membership to OT Australia (Australia Association of Occupational Therapy), or Registered with the Psychology Board of Australia.

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

Enquiries to Raelene Tabor, Department of Health and Human Services, phone (03) 6336 2185, email raelene.tabor@dhhs.tas.gov.au.

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

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#### HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Mental Health Services North

#### Post Graduate Nurse Rotation Mental Health (506423).

Applications Close:—Friday, 20 January 2012.

Salary:—\$54,527 – \$69,758 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1 to Grade 3, Year 8

Fixed-term part-time shiftwork, working 40 hours per fortnight, commencing as soon as possible for a period of 2 years.

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

Duties:—Utilise a problem solving approach and established nursing procedures in the delivery of direct nursing care. Collaborate with other members of the health care team to ensure the delivery and evaluation of nursing care. Complete the Graduate Diploma in Advanced Nursing (Mental Health/ Psychiatric Nursing).

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia. Enrolment in a post-graduate mental health nursing course. Acceptance as a student in the relevant diploma or certificate program.

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

Enquiries to Jan Dorman, Department of Health and Human Services, phone (03) 6348 7473, email jan.dorman@dhhs.tas.gov.au.

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

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#### HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Mental Health Services South

#### Nurse Unit Manager (519814).

Applications Close:—Friday, 20 January 2012.

Salary:—\$82,923 - \$88,794 p.a..

Nurses (TPS) Award, Registered Nurse, Grade 7a, Year 1 to Grade 7a, Year 4.

Permanent full-time day worker.

Location:—Wilfred Lopes Centre.

Duties:—The Wilfred Lopes Centre is looking for a Nurse Unit Manager to join our team providing leadership to the Forensic Mental Health Services Unit. Ensure the efficient and effective provision of care, based on clinical standards and best practice principles within a collaborative and multidisciplinary framework by co-ordinating the clinical, management, education and nursing research functions within the Forensic Mental Health Services Unit.

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

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

Enquiries to Barry Nicholson, Department of Health and Human Services, phone (03) 6216 8240, email barry.nicholson@dhhs.tas.gov.au.

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

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

#### JUSTICE

#### COMMUNITY CORRECTIONS

Northern Region

#### Probation Officer (356388).

Applications Close:—Friday, 20 January 2012.

Salary:—\$58,179 – \$67,288 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 4.

Permanent part-time 36.75 hours per fortnight.

Location:—Launceston.

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

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

Desirable Requirements:—A current tertiary or industry qualification. A current driver's licence.

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

Enquiries to Annette Carr, Team Leader, Community Corrections, Department of Justice, phone (03) 6336 2387, email annette.carr@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6233 6809, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Annette Carr on (03) 6336 2387.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than four attachments in either Microsoft Word format, PDF or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

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

#### JUSTICE

OFFICE OF THE DIRECTOR OF PUBLIC PROSECUTIONS

#### Administrative Assistant (354858).

Applications Close:—Friday, 20 January 2012.

Salary:—\$45,823 - \$49,978 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart.

Duties:—Undertake a wide range of clerical and administrative duties to support the efficient and effective delivery of the Office of the Director of Public Prosecutions services including the preparation and compilation of court and other legal documentation. Undertake word processing, transcribing of audio material, preparation of correspondence and document production duties of a highly confidential nature.

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

Crimes against public order or relating to the Administration of Law and Justice; Crimes against Executive or the Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Enquiries to Karen Dillon, Co-ordinator Financial Operations, Office of the Director of Public Prosecutions, Department of Justice, phone (03) 6233 6403, email karen.dillon@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6233 6809, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Karen Dillon on (03) 6233 6403.

The Department prefers electronic submission of applications, which will be acknowledged be email upon submission. Please ensure that your application has no more than four attachments in either Microsoft Word format, PDF or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

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

# PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

INFORMATION AND LAND SERVICES

Geodata Services

# Senior Spatial Information Analyst (2 positions) (334121 and 706772).

Applications Close:—Friday, 27 January 2012.

Salary:—\$76,016 - \$87,325 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

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

Duties:—Provide authoritative specialist advice, products and services related to GIS and Spatial Database systems and processes in support for Geodata Services operations and the Land Information System Tasmania.

Essential Requirements:—A Diploma or Advanced Diploma in Spatial Information Services, or equivalent level, relevant to the nature of the work to be undertaken, as provided by either a university, a vocational education organisation or a registered and accredited training provider.

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

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

Enquiries to John Anderson, phone (03) 6233 2799, email john.anderson@dpipwe.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.

# PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

RESOURCE MANAGEMENT AND CONSERVATION

Land Conservation

#### State Co-ordinator (Serrated Tussock) (706769).

Applications Close: - Friday, 20 January 2012.

Salary:—\$76,016 - \$87,325 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time until 30 June 2012, from 1 July 2012 Fixed-term part-time (50%) until 30 June 2013.

Location:—Hobart.

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

Pro rata salary is based on the above full-time rates.

Duties:—Co-ordination of the Caring for Our Country project 'Strategic Management of Serrated Tussock in Tasmania' intended to reduce the extent and impact of serrated tussock on Tasmania's natural values and agricultural land resources

Desirable Requirements:—ChemCert or equivalent accreditation for the safe application and use of agricultural chemicals. An appropriate qualification in the area of Horticultural/Agricultural Science or Natural Resource Management. 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 Karen Stewart, phone (03) 6233 3650, email Karen.Stewart@dpipwe.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.

### **Promotions without Advertising**

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### H Townsend

to perform the duties of Library Technician 965038, General Stream, Band 4.

Duties:—Manage and operate the school library on a day to day basis. Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Manage and account for the expenditure of the library budget within school guidelines. Undertake technical duties including document delivery; acquisition of library materials; implementation of collection management procedures and bibliographic tasks such as cataloguing, record creation and amendment for library resources. Modify established solutions to procedural and related problems and issues. Resolve complex client enquiries.

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. Diploma in Library and Information Services or a qualification equivalent to the Diploma.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### T. Stephenson

to perform the duties of Library Technician 965032, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### J. Dennis

to perform the duties of Library Technician 965052, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### C. Page

to perform the duties of Library Technician 965005, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### A. Wiggins

to perform the duties of Library Technician 965045, General Stream, Band 4.

Duties:—Manage and operate the school library on a day to day basis. Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Manage and account for the expenditure of the library budget within school guidelines. Undertake technical duties including document delivery; acquisition of library materials; implementation of collection management procedures and bibliographic tasks such as cataloguing,

record creation and amendment for library resources. Modify established solutions to procedural and related problems and issues. Resolve complex client enquiries.

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. Diploma in Library and Information Services or a qualification equivalent to the Diploma.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### A. Simpson

to perform the duties of Library Technician 965035, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### H. Mason

to perform the duties of Library Technician 965006, General Stream, Band  $3.\,$ 

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and

amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### I Rainhow

to perform the duties of Library Technician 965046, General Stream, Band 4.

Duties:—Manage and operate the school library on a day to day basis. Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Manage and account for the expenditure of the library budget within school guidelines. Undertake technical duties including document delivery; acquisition of library materials; implementation of collection management procedures and bibliographic tasks such as cataloguing, record creation and amendment for library resources. Modify established solutions to procedural and related problems and issues. Resolve complex client enquiries.

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. Diploma in Library and Information Services or a qualification equivalent to the Diploma.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### J. Sward

to perform the duties of Library Technician 965034, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials,

implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### I Moore

to perform the duties of Library Technician 965007, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### J. Shaw

to perform the duties of Library Technician 965019, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### R Denne

to perform the duties of Library Technician 965036, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### P. Reimer

to perform the duties of Library Technician 965008, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### R. Goss

to perform the duties of Library Technician 965020, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### S. Briant

to perform the duties of Library Technician 965037, General Stream. Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and

assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

C. Cleary

to perform the duties of Library Technician 965009, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

T. Dick

to perform the duties of Library Technician 965021, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

J. King

to perform the duties of Library Technician 965039, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

A. King

to perform the duties of Library Technician 965010, General Stream, Band 3.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### P. Broomhall

to perform the duties of Library Technician 965011, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### S. Garwood

to perform the duties of Library Technician 965022, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

S. Wylie

to perform the duties of Library Technician 965040, General Stream. Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

H. Bailly

to perform the duties of Library Technician 965012, General Stream, Band 4.

Duties:—Manage and operate the school library on a day to day basis. Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Manage and account for the expenditure of the library budget within school guidelines. Undertake technical duties including document delivery; acquisition of library materials; implementation of collection management procedures and bibliographic tasks such as cataloguing, record creation and amendment for library resources. Modify established solutions to procedural and related problems and issues. Resolve complex client enquiries.

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. Diploma in Library and Information Services or a qualification equivalent to the Diploma.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### C Blake

to perform the duties of Library Technician 965023, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### D. Geeves

to perform the duties of Library Technician 965042, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### J. Johnson

to perform the duties of Library Technician 965013, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### S. Squire

to perform the duties of Library Technician 965024, General Stream, Band 3.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### R King

to perform the duties of Library Technician 965041, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

C. Haigh

to perform the duties of Library Technician 965025, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### A. Alford

to perform the duties of Library Technician 965014, General Stream, Band 3.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

S. Tolputt

to perform the duties of Library Technician 965043, General Stream, Band 3.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

V Fee

to perform the duties of Library Technician 965015, General Stream, Band 4.

Duties:—Manage and operate the school library on a day to day basis. Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Manage and account for the expenditure of the library budget within school guidelines. Undertake technical duties including document delivery; acquisition of library materials; implementation of collection management procedures and bibliographic tasks such as cataloguing, record creation and amendment for library resources. Modify established solutions to procedural and related problems and issues. Resolve complex client enquiries.

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. Diploma in Library and Information Services or a qualification equivalent to the Diploma.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### J. Chugg

to perform the duties of Library Technician 965026, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### A. Brown

to perform the duties of Library Technician 965044, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### L. Jones

to perform the duties of Library Technician 965016, General Stream, Band 3.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

**EDUCATION** 

#### F Brown

to perform the duties of Library Technician 965027, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### T. Pettman

to perform the duties of Library Technician 965047, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### H Lambert

to perform the duties of Library Technician 965000, General Stream, Band  $\boldsymbol{3}$ .

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### J. Stanton

to perform the duties of Library Technician 965017, General Stream, Band 3.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

**EDUCATION** 

A Britton-Toll

to perform the duties of Library Technician 965028, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

A. Harvey

to perform the duties of Library Technician 965048, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

K Liddel

to perform the duties of Library Technician 965001, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

D. Marshall

to perform the duties of Library Technician 965018, General Stream, Band 4.

Duties:—Manage and operate the school library on a day to day basis. Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Manage and account for the expenditure of the library budget within school guidelines. Undertake technical duties including document delivery; acquisition of library materials; implementation of collection management procedures and bibliographic tasks such as cataloguing, record creation and amendment for library resources. Modify established solutions to procedural and related problems and issues. Resolve complex client enquiries.

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. Diploma in Library and Information Services or a qualification equivalent to the Diploma.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### M. Browning

to perform the duties of Library Technician 965029, General Stream, Band  $\boldsymbol{3}$ .

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### K. Morrison

to perform the duties of Library Technician 965049, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### P. Donaldson

to perform the duties of Library Technician 965002, General Stream. Band 4.

Duties:—Manage and operate the school library on a day to day basis. Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Manage and account for the expenditure of the library budget within school guidelines. Undertake technical duties including document delivery; acquisition of library materials; implementation of collection management procedures and bibliographic tasks such as cataloguing, record creation and amendment for library resources. Modify established solutions to procedural and related problems and issues. Resolve complex client enquiries.

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. Diploma in Library and Information Services or a qualification equivalent to the Diploma.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

#### J. Shaw

to perform the duties of Library Technician 965017, General Stream, Band 3.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

P Goss

to perform the duties of Library Technician 965030, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

J. Stevens

to perform the duties of Library Technician 965003, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

D. Hammer

to perform the duties of Library Technician 965050, General Stream, Band 3.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

D. Walsh

to perform the duties of Library Technician 965033, General Stream, Band 4.

Duties:—Manage and operate the school library on a day to day basis. Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Manage and account for the expenditure of the library budget within school guidelines. Undertake technical duties including document delivery; acquisition of library materials; implementation of collection management procedures and bibliographic tasks such as cataloguing, record creation and amendment for library resources. Modify established solutions to procedural and related problems and issues. Resolve complex client enquiries.

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. Diploma in Library and Information Services or a qualification equivalent to the Diploma.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

C. Allen

to perform the duties of Library Technician 965031, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

S. Wells

to perform the duties of Library Technician 965051, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

#### **EDUCATION**

IT is my intention to request the State Service Commissioner to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —

A. Imrie

to perform the duties of Library Technician 965004, General Stream, Band 3.

Duties:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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.

Desirable Requirements:—Diploma in Library and Information Services.

State Service employees aggrieved by this intention may make application to the State Service Commissioner for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Office of the State Service Commissioner within 14 days of the publication date of this Gazette.

Colin Pettit.

## **Staff Movements**

#### Permanent Appointments

| Agency   | Duties Assigned                | Employee     | Probation<br>Period | Date of Effect |
|--|--------------------------------|--------------|---------------------|----------------|
| Health & Human Services                        | Cleaner                        | C. Prestage  | 6 Months            | 08.01.12       |
| Health & Human Services                        | Cleaner                        | G. Clarke    | 6 Months            | 08.01.12       |
| Health & Human Services                        | Cleaner                        | R. Styles    | 6 Months            | 08.01.12       |
| Health & Human Services                        | Medical Scientist              | L. French    | 6 Months            | 03.01.12       |
| Health & Human Services                        | Cleaner                        | R. Cutcliffe | 6 Months            | 08.01.12       |
| Primary Industries, Parks, Water & Environment | Animal Industry Analyst        | H. Neate     | NIL                 | 09.01.12       |
| Primary Industries, Parks, Water & Environment | Specialist Valuer (Commercial) | R. Carhart   | 6 Months            | 18.01.12       |

#### Promotion of Permanent Employees

| Agency   | Employee  | Duties Assigned                       | Date of Effect |
|--|-----------|---------------------------------------|----------------|
| Primary Industries, Parks, Water & Environment | B. County | Senior Examiner (Quality and Systems) | 03.01.12       |
| Primary Industries, Parks, Water & Environment | C. Lang   | Curator, Tasmanian Flora              | 24.12.11       |

#### Resignation of Officers

| Agency                                   | Officer's Name | Duties Assigned                     | Date of Effect |
|--|----------------|-------------------------------------|----------------|
| Economic Development, Tourism & the Arts | C. Griffin     | Group Manager Strategic Initiatives | 02.01.12       |

#### Retirement of Permanent Employees

| Agency             | Duties Assigned    | Employee   | Date of Effect |
|--------------------|--------------------|------------|----------------|
| Treasury & Finance | Assistant Director | H. Cerutty | 06.01.12       |

#### Transfer of Permanent Employees

| Agency                 | Employee   | New Agency           | Duties Assigned            | Date of Effect |
|------------------------|------------|----------------------|----------------------------|----------------|
| Tasmanian Audit Office | R. Daniels | Integrity Commission | Corporate Services Manager | 09.01.12       |

#### Resignation of Permanent Employees

| Agency   | Duties Assigned                                | Employee     | Date of Effect |
|--|--|--------------|----------------|
| Health & Human Services                                    | Home Maintenance Officer                       | B. Ling      | 03.01.12       |
| Health & Human Services                                    | th & Human Services Administrative Coordinator |              | 16.12.11       |
| Health & Human Services                                    | Social Worker                                  | K. Hassell   | 06.01.12       |
| Health & Human Services                                    | Senior Medical Scientist                       | A. Claridge  | 16.12.11       |
| Health & Human Services                                    | Senior Policy Officer                          | D. Ransley   | 30.12.11       |
| Health & Human Services                                    | Executive Officer                              | M. Irving    | 30.12.11       |
| Health & Human Services                                    | Theatre Cleaner                                | T. Stone     | 24.12.11       |
| Health & Human Services                                    | Administrative Assistant                       | R. Beveridge | 23.12.11       |
| Health & Human Services                                    | Senior Phlebotomy Technician                   | E. Lewis     | 03.01.12       |
| Health & Human Services                                    | Administrative Assistant                       | M. Halmarick | 23.12.11       |
| Health & Human Services Program & Business Support Officer |  | G. Wright    | 31.12.11       |
| Health & Human Services                                    | Patient Transport Dispatcher                   | E. Wickham   | 21.12.11       |
| Health & Human Services                                    | Registered Nurse                               | G. Galati    | 28.12.11       |
| Health & Human Services                                    | Registered Nurse                               | L. Owens     | 04.01.12       |
| Health & Human Services                                    | Social Worker                                  | R. MacGregor | 03.01.12       |
| Justice  | Administrative Officer                         | A. Lipscombe | 06.01.12       |
| Police & Emergency Management                              | Senior Research Officer                        | D. Crawford  | 14.12.11       |
| Premier & Cabinet  | Assistant Director (Policy)                    | K. Enkelaar  | 09.01.12       |
| Premier & Cabinet  | Principal Liaison Officer                      | S. Middleton | 06.01.12       |
| Public Trustee   | Client Account Manager                         | B. Markham   | 04.01.12       |



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