

# TASMANIAN STATE SERVICE NOTICES

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### **WEDNESDAY 4 DECEMBER 2013**

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

### CONTENTS

COMPLME	
VACANCIES—	
Education	1946
Health and Human Services	1950
Infrastructure, Energy and Resources	1963
Justice	1963
Primary Industries, Parks, Water	
and Environment	1964
TASTAFE	1964
STAFF MOVEMENTS—	
Appointments	1966-67
Promotions	1967
Resignations	1967
Retirements	1967

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 State Service 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 Mercury Walch Pty Ltd, 5 Bowen Road, Moonah, Tasmania 7009.

### Further Information

Applicants are strongly advised to seek further information including the statement of duties, from the <a href="https://www.jobs.tas.gov.au">www.jobs.tas.gov.au</a> 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 <a href="https://www.jobs.tas.gov.au">www.jobs.tas.gov.au</a> site or the enquiries person. Application forms are available from the <a href="https://www.jobs.tas.gov.au">www.jobs.tas.gov.au</a> site and from the Agency that has advertised the vacancy.

### Submission of Applications

Applications will close 9 calendar days after the date of publication in the Gazette unless otherwise stated.

Late applications may be accepted at the discretion of the Head of Agency.

### Fixed-Term Appointment

Fixed-term appointment for a specified term or for the duration of a specified task may be obtained by:—

- responding to advertisements for fixed-term appointment placed in these notices;
- expressions of interest in registration on an Agency's fixed-term employment register;

### Fixed-Term Employment Registers

An expression of interest in registration on a fixed-term employment register may be lodged with an Agency in response to an advertisement placed in these Notices or the www.jobs. tas.gov.au site. A list of currently operating registers is also available from this site.

### **Tasmanian Government Gazette**

Email text copy to

### govt.gazette@mercurywalch.com.au

or fax to (03) 6232 2138. All copy must be typed in upper and lower case not ALL CAPS, if unsure please telephone (03) 6232 2128

### **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 State Service Management Office on telephone (03) 6232 7462 or email: *jobs@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 Mercury Walch Pty Ltd on (03) 6232 2138

### **Deadlines**

Government Gazette:—
Copy must be received by Mercury Walch 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) 6232 7462

Deadlines will be strictly adhered to Subscription or account enquiries phone (03) 6232 2137.

Gazette and State Service Online
The Tasmanian Government Gazette and State Service
Notices are now available online at:—
www.gazette.tas.gov.au

# Tasmanian Government Gazette & Tasmanian State Service Notices

### Publication and Copy Closure Dates CHRISTMAS PERIOD 2013

COPY deadline for the *Tasmanian Government Gazette* and *State Service Notices* to be published on Wednesday 18 December 2013:—

All copy for the *Tasmanian Government Gazette* and *State Service Notices* must be received by 4 p.m. on Friday 13 December 2013.

COPY deadline for the *Tasmanian Government Gazette* to be published on Wednesday 25 December 2013:—

All copy for the *Tasmanian Government Gazette* must be received by 12 noon on Friday 20 December 2013.

Note: There will be no State Service Notices section on 25 December 2013.

### NEW YEAR 2014

COPY for the Tasmanian Government Gazette and State Service Notices to be published on Wednesday 1 January 2014:—

All copy for the Tasmanian Government Gazette and State Service Notices must be received by 12 Noon on Tuesday 24 December 2013.

### **EDUCATION**

### CORPORATE SERVICES

Information and Technology Services

### Network Support Officer (963530 and 963536).

Applications Close:—Friday, 13 December 2013.

Salary:—\$41,963 - \$51,998 p.a.

Tasmanian State Service Award, Network Support Officer (DoE) Band 1-2.

Permanent full-time 73.5 hours per fortnight.

Location:-South.

Description of the Role:—To provide general ICT administrative and support tasks and duties for departmental computer systems. To provide support for staff and students using ICT resources, including troubleshooting and hardware support.

Essential Requirements:—The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

Desirable Requirements:—Certificate III or IV in Information Technology. A current driver's licence.

Enquiries to Scott Ashton, IT Manager, Department of Education, phone (03) 6232 7230, email scott.ashton@education.tas.gov.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

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

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

### **EDUCATION**

LEARNING SERVICES

Learning Services (North)

Bracknell Primary School

### Principal, Bracknell Primary School (205079).

Applications Close:—Friday, 13 December 2013.

Salary:—\$110,335 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Level 1.

Permanent full-time 70 hours per fortnight.

Location:—Bracknell Primary School

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

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



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Current certificate of registration issued by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000.

The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

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

Enquiries to Laurie Andrew, Department of Education, phone (03) 6777 2431, email laurie.andrew@education.tas.gov.au.

All interested applicants are strongly encouraged to discuss specific details of the vacancy with the Contact Officer.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

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

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications:— Electronic applications must be in either Microsoft Word or PDF format. Do not send additional paper copies of applications through the mail. Receipt of your electronic application will be acknowledged by return email within two working days.

### **EDUCATION**

### LEARNING SERVICES

Learning Services (North-West)

Devonport High School

### Teacher (Maths/Science), Devonport High School (201168).

Applications Close:—Friday, 13 December 2013.

Salary:—\$53,659 - \$85,868 p.a.

Teaching Service (Tasmanian Public Sector) Award, Teacher. Permanent full-time.

Location:—Devonport High School.

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

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

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

The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

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

Enquiries to Suzanne Grave, Department of Education, phone (03) 6424 9461, email suzanne.grave@education.tas.gov.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

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

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

### **EDUCATION**

### LEARNING SERVICES

Learning Services (North-West)

Wynyard High School

# Education Facility Attendant, Wynyard High School (301054).

Applications Close:—Friday, 13 December 2013.

Salary:—\$38,063 – \$43,039 pro rata, per annum.

Education Facility Attendants Salaries and Conditions of Employment Industrial Agreement 2011, Education Facility Attendant Level 1-3.

Permanent part-time 32 hours per fortnight.

Location:—Wynyard High School.

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

Essential Requirements:—The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

Enquiries to Alison Willcox, Department of Education, phone (03) 6442 2385, email alison.willcox@education.tas. gov.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

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

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



# AIRLINES OF TASMANIA 1800 288 962



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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

# Co-ordinator, Corporate Governance and Executive Services (520449).

Applications Close:—Friday, 13 December 2013.

Salary:—\$78,181 - \$90,026 p.a.

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

Permanent full-time daywork

Location:—Executive, Ministerial and Parliamentary Services, Hobart.

The Co-ordinator, Corporate Governance and Executive Services provides advice to staff on matters relating to the Department of Health and Human Services (DHHS) and Tasmanian Health Organisations (THOs) corporate governance and accountability frameworks, machinery of government, the interaction between government and the public service, right to information and ministerial, Cabinet and Parliamentary workflow

The Head of the State Service 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 Lisa Howes, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 3697, email lisa.howes@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 AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Ambulance Tasmania

**Emergency and Medical Services** 

### Paramedic (Various).

Applications Close:—Friday, 20 December 2013.

Salary:—\$53,064 - \$61,024 p.a.

Tasmanian Ambulance Service Award, Paramedic, Year 1 to Year 6 (Base).

Permanent full-time shiftwork.

Location:—Various locations statewide.

PLEASE NOTE:—Full-time or alternative part-time hours may be available by negotiation.

Other fixed term full-time and part-time vacancies, that may arise in the near future may also be filled from this selection process.

Fixed term casual (as and when required) positions may also be filled from this selection process.

Ambulance Tasmania are seeking Paramedics to join our team! The focus of duties are the provision of pre-hospital care and the transport of patients by Ambulance or other means.

Intensive Care Paramedics are invited to apply!.

Essential Requirements:—Holds a Bachelor of Paramedic Science and relevant work experience or other qualification approved by the Service.

Current Driver's Licence

The Head of the State Service 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 Craig Westlake, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 8566, email craig.westlake@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 AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Ambulance Tasmania

**Emergency and Medical Services** 

### Paramedic Intern (Various).

Applications Close:—Friday, 20 December 2013.

Salary:—\$50,411 p.a.

Tasmanian Ambulance Service Award, Paramedic, Intern (Base).

Fixed-term full-time shiftwork, for up to a period of 18 months.

Location:—All Regions, South, North and North West.

PLEASE NOTE:—All applicants may be considered for future vacancies for a period of 12 months from the date of this advertisement.

Ambulance Tasmania are seeking Paramedic Interns to join our team under the direct supervision of a suitably qualified Paramedic to provide pre-hospital care in a competent and expedient manner and transport patients by ambulance or other appropriate means. The Paramedic Intern will successfully progress through the Ambulance Tasmania (AT) Transition to Practice Program completing practical and theoretical assessments as required.

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

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

Current Driver's Licence

The Head of the State Service 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 Craig Westlake, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 8566, email craig.westlake@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 AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Children and Youth Services

### Executive Assistant (501502).

Applications Close:—Friday, 13 December 2013.

Salary:—\$53,203 – \$57,913 pro rata, per annum.

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

Permanent part-time day work (45.60 hours per fortnight).

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

Duties:—Provide high level administrative, clerical and reception support to Child Protection Manager.

Manage and co-ordinate the provision of a complete range of efficient and effective office management support services to Children and Youth Services.

Co-ordinate the preparation of complex documents including Ministerial correspondence, provide support to meetings as required, and ensure the smooth administration operation of the Child Protection Management office.

Selection criteria includes:—Knowledge of, and experience in, day to day office management activities within a senior management environment including the ability to undertake financial processing and routine reporting functions.

Ability to exercise initiative, judgment, sensitivity and discretion, including the ability to interpret and analyse information and recommend or decide on appropriate action.

High level written and verbal communication skills, with the proven ability to liaise with a wide range of clients in a sensitive and confidential manner.

Note: Please refer to the Statement of Duties for all the selection criteria of this position to address in your application.

The Head of the State Service 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 and Tasmanian Health Organisations, 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 AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Disability, Housing and Community Services

Disability and Community Services

### Community Liaison Advisor (519406).

Applications Close:—Friday, 20 December 2013.

Salary:—\$78,181 – \$90,026 pro rata, per annum.

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

Permanent part-time day work (45.6 hours per fortnight).

Location:—DHCS, Disability and Community Services, North West.

Duties:—As a member of the Community Partnership Team, the Community Liaison Advisor is responsible for the development and maintenance of collaborative relationships with Community Sector Agencies and will liaise and participate in negotiations on behalf of the unit with those agencies funded by Disability and Community Services (DCS).

Negotiate and manage funding agreements and contracts for agencies and provide high level advice in areas of performance monitoring and quality improvement.

Co-ordinate and undertake investigations into client complaints and incidents.

As a member of the Community Partnership Team actively contribute to the DCS strategic planning of service delivery.

Selection criteria includes:—Demonstrated experience in and/or knowledge of human service programs together with the management of funding and contractual relationships with Community Sector Organisations and service providers.

Demonstrated high level strategic, conceptual, analytical and creative skills including an ability to understand and identify relevant issues in the political, social and organisational environment.

Ability to synthesize complex and unstructured information into cohesive information and provide recommendations and strategies based on evidence and policy and legislative frameworks.

Note: Please refer to the Statement of Duties for all the selection criteria of this position to address in your application.

Desirable Requirements:—Tertiary qualification or equivalent experience appropriate to the role.

The Head of the State Service 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 Laura Williams, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6434 4103, email laura.williams@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 AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Disability, Housing and Community Services

Disability and Community Services

### Manager Disability Services Policy and Programs (513970).

Applications Close:—Friday, 13 December 2013.

Salary:—\$102,068 - \$109,918 p.a.

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

Permanent full-time day work.

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

Duties:—The Manager, Disability Services Policy and Programs has primary responsibility for managing strategic planning, implementation, development and review of policy at state and national levels including the development and implementation of new Australian Government policy directions and reforms.

The position provides leadership and direction in the development and management of the Disability Services Policy and Programs Business Unit including the development of the annual strategic and business framework in line with the Disability Services Act 2011.

The position is also responsible for the monitoring and reporting on services related to specialist disability service provision and for Ministerial liaison.

Selection criteria includes:—Relevant territory qualifications in a relevant discipline or extensive work experience in related field.

High level of experience in, and knowledge of, disability services and policies both on a local and national level.

Significant management and leadership experience, along with contemporary management skill in strategic, human resource, business, project, change and information management.

High-level strategic, conceptual, analytical and creative skills, along with the ability to plan and prioritise activities, formulate sound judgements, and provide appropriate analysis of research of relevance to the sector.

Note: Please refer to the Statement of Duties for all the selection criteria of this position to address in your application.

The Head of the State Service 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 Ingrid Ganley, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 4066, email ingid.ganley@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 AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Disability, Housing and Community Services

Disability and Community Services

### Professional Officer, Allied Health (515593).

Applications Close:—Friday, 13 December 2013.

Salary:—\$76,505 – \$87,754 pro rata, per annum.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 3.

Permanent part-time day work (45.60 hours per fortnight).

Location:—DHCS, Disability and Community Services, North West.

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 Gateway Services, 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.

Selection criteria includes:—Demonstrated specialist skills and relevant post-graduate experience working with people with disabilities and proficiency in designing and managing specialist programs.

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

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

Note: Please refer to the Statement of Duties for all the selection criteria of this position to address in your application.

Desirable Requirements:—Current Driver's Licence.

Essential Requirements:—Degree in Social Work giving eligibility for membership to the Australian Association for Social Workers, or Registered with the Occupational Therapy Board of Australia, or Registered with the Psychology Board of Australia or A degree or diploma in Applied Science, Speech Pathology, or equivalent and eligibility for membership of the Speech Pathology Australia (SPA).

The Head of the State Service 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 Charley Hodgson, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6434 4103, email charley.hodgson@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 AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Disability, Housing and Community Services

Housing Tasmania

### Quality Assurance Officer (Housing Tasmania) (500000).

Applications Close:—Friday, 13 December 2013.

Salary:—\$71,665 - \$74,932 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 5.

Permanent full-time day work.

Location: - D, H & CS, Housing Tasmania, Hobart.

Duties:—Contribute to the delivery of maintenance services' and business improvement and development activities by: Identifying and facilitating programmed maintenance works required on Housing Tasmania properties, in accordance with contractual agreements, service delivery, quality standards and strategic direction.

Taking a proactive approach in the development and implementation of quality assurance activities relating to maintenance services.

Developing and maintaining information systems and undertaking data related activities, including research, analysis and the preparation of reports/policies.

Selection criteria includes:—High levels of adaptability and flexibility including an ability to work within an environment subject to pressure, ambiguity and change.

High level knowledge and experience in strategic asset management, as it relates to quality management and quality assurance principles and practice together with well developed knowledge of the building and maintenance industry or the ability to acquire.

Well developed ability to implement and monitor quality control guidelines and to audit contractor performance.

Note: Please refer to the Statement of Duties for all the selection criteria of this position to address in your application.

Desirable Requirements:—Relevant tertiary qualifications/industry experience.

Current Driver's Licence.

The Head of the State Service 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 Stephen Barker, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 4721, email stephen.barker@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 AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Population Health

Office of the Chief Medical Officer

### Specialist Radiographer (514013).

Applications Close:—Friday, 13 December 2013.

Salary:—\$76,505 - \$87,754 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 3.

Permanent full-time daywork.

Location:—BreastScreen Tasmania, Hobart.

Facilitate client screening mammography, diagnostic and further assessment imaging as required at BreastScreen Tasmania's Screening Unit site locations. Perform complex screening mammography procedures, using digital equipment, exercising professional judgment within the screening and assessment environment.

Take a leading role in the supervision and training of less experienced staff performing duties with the BreastScreen Australia Program, ensuring that professional standards are maintained.

Required to be a qualified diagnostic radiographer/mammographer with demonstrated previous clinical experience and ability to work autonomously. A Certificate of Clinical Proficiency in Mammography (CCPM) is highly regarded but not essential. Breast ultrasound skills will be considered as an advantage.

Desirable Requirements:—Current Driver's Licence.

Essential Requirements:—Registered with the Medical Radiation Practice Board of Australia.

The Head of the State Service 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 Nicole Oates, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6216 4324, email nicole.oates@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 AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

### Team Leader, Warehouse (503330).

Applications Close:—Friday, 13 December 2013.

Salary:—\$53,203 - \$57,913 p.a.

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

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

Location:—Supply Department.

Duties:—To help co-ordinate the day to day workload of the Supply Warehouse and co-ordinate our staff resource use within this area.

Within established policies and guidelines, contribute to the effective and efficient operation of a large warehouse facility, including the receipt, issue, delivery and storage of goods.

Provide support and advisory services to clients of the Supply Department concerning the cost effective purchase and storage of perishable and non perishable materials.

As required undertake purchasing duties.

The Head of the State Service 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 Alex Macaskill, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 5023, email alex.macaskill@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Tasmanian Health Organisation, North, Statewide Mental Health Services

### Health Care Assistant (504880).

Applications Close:—Friday, 13 December 2013.

Salary:—\$44,602 – \$46,672 pro rata, per annum.

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

Permanent part-time shift work (48.0 hours per fortnight).

Location:—Mental Health Services, Northside Clinic, North.

Duties:—Provide orderly services and assistance to Medical, Nursing and Allied Health staff in the general care of patients.

Provide intra and inter-hospital transport of patients.

Selection criteria includes:—An appreciation of the requirements and challenges of caring for patients in acute mental health care and an understanding of patient recovery needs, including the requirement to provide a supportive environment.

Demonstrated understanding of the principles of maintaining appropriate therapeutic boundaries with patients.

Knowledge of and the ability to apply the principles of Work, Health and Safety, including manual handling techniques for patients in the context of a public hospital environment.

Note:, Please refer to the Statement of Duties for all the selection criteria of this position to address in your application.

The Head of the State Service 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 and Tasmanian Health Organisations, 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 (DO NOT send applications directly to the contact person).

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

### Co-ordinator, Medical Orderlies Services (521470).

Applications Close:—Friday, 13 December 2013.

Salary:—\$59,720 - \$69,055 p.a.

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

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

Location:—Launceston General Hospital.

Duties:—The position has operational responsibility for delivering medical orderly services to a broad range of clinical units within the Launceston General Hospital.

Establishing and maintaining collaborative relationships with Unit Managers and other hospital staff to ensure the provision of effective, high quality services to patients and the general public.

Allocating and monitoring the use of physical and financial resources.

Provide general supervision and support to Medical Orderly staff; and co-ordinate education and training; and implement and maintain a staff performance program.

In consultation with the Manager House Services contributing to the ongoing review and evaluation of medical orderly services and in the development of operational policies and procedures relevant to the delivery support services.

The Head of the State Service 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 David Webb, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7460, email david.webb@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

### Deputy Food Services Manager (503379).

Applications Close:—Friday, 13 December 2013.

Salary:—\$71,665 - \$74,932 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 5.

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

Location:—Launceston General Hospital.

Duties:—Manage the provision of a high quality, cost effective distribution and delivery service for the delivery of all meals produced in the Launceston General Hospital Central Production Kitchen

The Head of the State Service 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 Dale Anderson, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7525, email dale.anderson@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

### Patient Services Officer (503653).

Applications Close:—Friday, 13 December 2013.

Salary:—\$47,265 - \$51,332 p.a.

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

Fixed-term full-time day work. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence as soon as possible until 12 January 2015.

Location:—Launceston General Hospital.

Duties:—Perform Patient Information Management duties within PIMS.

Ensure all information management is in keeping with the requirements as set down within departmental procedure manuals and established practices.

All work is carried out within defined confidentiality guidelines and protocols.

The Head of the State Service 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 Tony Waller, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7554, email tony.waller@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

### Physiotherapist (520044).

Applications Close:—Friday, 13 December 2013.

Salary:—\$49,785 - \$79,877 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 1-2.

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

Location:—Launceston General Hospital.

Duties:—To provide physiotherapy assessments and treatments to patients serviced by the Launceston General Hospital Physiotherapy Department and Services supplied from that Department.

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

The Head of the State Service 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 James Darvas, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7935, email james.darvas@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 AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH Launceston General Hospital

### Registered Nurse (6 Vacancies).

Applications Close:—Friday, 13 December 2013.

Salary:—\$56,163 – \$76,859 pro rata, per annum.

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

Vacancy No. 521659.

Permanent part-time shift work (fully rotational) working 64 hours per fortnight. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Ward 5A, Launceston General Hospital.

Please note that access to the Grade 4 salary range \$72,675 - \$ 76,859 is subject to successful application for progression to Grade 4.

Vacancy No. 521660.

Permanent part-time shift work (fully rotational) working 64 hours per fortnight. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Ward 5A, Launceston General Hospital.

Please note that access to the Grade 4 salary range \$72,675 - \$ 76,859 is subject to successful application for progression to Grade 4.

Vacancy No. 521661.

Permanent part-time shift work (fully rotational) working 64 hours per fortnight. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Ward 5A, Launceston General Hospital.

Please note that access to the Grade 4 salary range \$72,675 - \$ 76,859 is subject to successful application for progression to Grade 4.

Vacancy No. 521662.

Permanent part-time shift work (fully rotational) working 64 hours per fortnight. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Ward 5A, Launceston General Hospital.

Please note that access to the Grade 4 salary range \$72,675 – \$ 76,859 is subject to successful application for progression to Grade 4.

Vacancy No. 521663.

Permanent part-time shift work (fully rotational) working 64 hours per fortnight. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Ward 5A, Launceston General Hospital.

Please note that access to the Grade 4 salary range \$72,675 - \$ 76,859 is subject to successful application for progression to Grade 4.

Vacancy No. 521664.

Permanent part-time shift work (fully rotational) working 60 hours per fortnight. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Ward 5A, Launceston General Hospital.

Please note that access to the Grade 4 salary range \$72,675 - \$ 76,859 is subject to successful application for progression to Grade 4.

Duties:—The Registered Nurse strengthens health outcomes through the provision of safe quality, clinically appropriate nursing care in partnership with patients/clients, their families and other health professionals.

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

The Head of the State Service 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 Andrea Tiffin, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7846, email andrea.tiffin@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

### Registered Nurse (5 Vacancies).

Applications Close:—Friday, 13 December 2013.

Salary:—\$56,163 – \$76,859 pro rata, per annum.

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

Vacancy No. 504359.

Fixed-term full-time shift work (fully rotational) from 22 December 2013 to 26 July 2014. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Ward 5A, Launceston General Hospital.

Please note that access to the Grade 4 salary range \$72,675 - \$ 76,859 is subject to successful application for progression to Grade 4.

Vacancy No. 504376.

Fixed-term full-time shift work (fully rotational) from 22 December 2013 to 22 November 2014. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Ward 5A, Launceston General Hospital.

Please note that access to the Grade 4 salary range \$72,675 - \$ 76,859 is subject to successful application for progression to Grade 4.

Vacancy No. 513655.

Fixed-term full-time shift work (fully rotational) from 22 December 2013 to 19 April 2014. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Ward 5A, Launceston General Hospital.

Please note that access to the Grade 4 salary range \$72,675 - \$76,859 is subject to successful application for progression to Grade 4.

Vacancy No. 504336.

Fixed-term part-time shift work (fully rotational), working 64 hours per fortnight from 22 December 2013 to 25 October 2014. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Ward 5A, Launceston General Hospital.

Please note that access to the Grade 4 salary range \$72,675 – \$ 76,859 is subject to successful application for progression to Grade 4.

Vacancy No. 517466.

Fixed-term part-time shift work (fully rotational), working 40 hours per fortnight from 22 December 2013 to 28 June 2014. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Ward 5A, Launceston General Hospital.

Please note that access to the Grade 4 salary range \$72,675 - \$ 76,859 is subject to successful application for progression to Grade 4.

Duties:—The Registered Nurse strengthens health outcomes through the provision of safe quality, clinically appropriate nursing care in partnership with patients/clients, their families and other health professionals.

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

The Head of the State Service 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 Andrea Tiffin, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7846, email andrea.tiffin@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

### Registered Nurse (521684).

Applications Close:—Friday, 13 December 2013.

Salary:—\$56,163 - \$76,859 p.a.

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

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

Location: - LGH Charles Street, Launceston.

Please note that access to the Grade 4 salary range \$72,675 – \$ 76,859 is subject to successful application for progression to Grade 4.

Duties:—The Registered Nurse strengthens health outcomes through the provision of safe quality, clinically appropriate nursing care in partnership with patients/clients, their families and other health professionals.

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

The Head of the State Service 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 Tonia Harper, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7626, email orsnum@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

### Registered Nurse (Preceptor Education) (518470).

Applications Close:—Friday, 13 December 2013.

Salary:—\$56,163 – \$76,859 pro rata, per annum.

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

Permanent part-time day work, working 48 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Launceston General Hospital.

Please note that access to the Grade 4 salary range 72,675 - 76,859 is subject to successful application for progression to Grade 4.

Duties:—Strengthens health outcomes through the provision of safe quality, clinically appropriate nursing care in partnership with patients/clients, their families and other health professionals.

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

The Head of the State Service 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 Sharon Philpot, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7953, email sharon.philpot@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH Launceston General Hospital

### Speech Pathologist (3 Vacancies).

Applications Close:—Friday, 13 December 2013.

Salary:—\$49,785 – \$79,877 pro rata, per annum.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 1-2.

Vacancy No. 520051.

Permanent part-time day work, working 30.40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Launceston General Hospital.

Vacancy No. 521602.

Permanent part-time day work, working 30.40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Launceston General Hospital.

Vacancy No. 503815.

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

Location:—Launceston General Hospital.

Duties:—To provide professional assessment and treatments to patients with communication and swallowing disorders within the hospital inpatient, outpatients and community services.

Essential Requirements:—Degree or diploma in Applied Science, Speech Pathology or equivalent and eligibility for membership of Speech Pathology Australia (SPA).

The Head of the State Service 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 Michael Wingrove, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7230, email michael.wingrove@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

Tasmanian Health Organisation, North Launceston General Hospital

### Telephonist (Relief) (503302).

Applications Close:—Friday, 13 December 2013.

Salary:—\$47,265 – \$51,332 pro rata, per annum.

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

Fixed-term casual working as and when required. To commence as soon as possible until 7 December 2014.

Location:—Launceston General Hospital.

Duties:—The Telephonist at the Launceston General Hospital is responsible for providing clients with a professional and efficient service in regard to incoming/outgoing telephone enquiries.

The Head of the State Service 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 Colleen Horton, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7482, email colleen.horton@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

### Trades Assistant (Carpentry) (503365).

Applications Close:—Friday, 13 December 2013.

Salary:—\$44,602 – \$46,672 p.a.

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

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

Location:—Launceston General Hospital.

Duties:—Be an effective member of the team responsible for the provision of Building and Engineering services within the Department's responsibility area.

Essential Requirements:—Current Driver's Licence.

The Head of the State Service 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 John Slore, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7435, email john.slore@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Primary Health Services North

### Administrative Support (506983).

Applications Close:—Friday, 13 December 2013.

Salary:—\$47,265 – \$51,332 pro rata, per annum.

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

Permanent part-time day work, working 4 hours per fortnight. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Flinders Island Multi-Purpose Centre.

Duties:—To provide administration relief including reception duties, financial and computer processing, managing medical and other records, and administrative processes for meetings and appointments, and to provide clerical support to the Director of Nursing.

The Head of the State Service 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 Karen Schnitzerling, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6359 2122, email karen.schnitzerling@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Primary Health Services North

### Clinical Nurse Consultant (521412).

Applications Close:—Friday, 13 December 2013.

Salary:—\$81,689 - \$87,328 p.a.

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

Fixed-term full-time day work, commencing 3 March 2014 to 8 May 2015. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Primary Health North.

Duties:—This is an advanced clinical practice role with responsibility for co-ordinating the delivery of Continence Services across a broad community practice setting. The role will monitor the team's clinical load, allocate staffing resources in accordance with clinical practice experience and service priorities and provide clinical expertise in the management of more complex cases. Support an integrated approach to service delivery by developing effective links with other public and community based health service providers and promote community awareness in relation to continence services. Work collaboratively with the Primary Health Co-ordinator North (South Esk) in the evaluation, planning and development of continence services for the northern region of Tasmania and in the operational functioning of the service.

Desirable Requirements:—Holds or working towards Post Graduate Studies in Continence.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as a Registered Nurse. -Current Driver's Licence.

The Head of the State Service 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 Patsy Burgess, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 5551, email patsy.burgess@dhhs.tas.gov.au.

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

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Primary Health Services North

### Enrolled Nurse (504468).

Applications Close:—Friday, 13 December 2013.

Salary:—\$50,713 – \$56,163 pro rata, per annum.

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

Permanent part-time shift work (fully rotational) working 38 hours per fortnight. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Beaconsfield District Health Services.

Duties:—The enrolled nurse provides direct patient/client centered nursing care to assigned patients/clients, within the scope of practice of an enrolled nurse and under the direction and supervision of a registered nurse/midwife to achieve planned patient outcomes.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as an Enrolled Nurse. (holds Board approved qualification in administration of medicine).

The Head of the State Service 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 Julie Kingston, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6383 6200, email julie.kingston@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Primary Health Services North

### Primary Health Area Co-ordinator (South Esk) (516648).

Applications Close:—Friday, 13 December 2013.

Salary:—\$93,032 - \$99,415 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 7.

Fixed-term full-time day work, commencing 3 March 2014 to 27 February 2015. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Primary Health North.

Duties:—As part of the THO-North Primary Health management team ensure the effective and efficient management and delivery of whole of area Primary Health Services within a Safety and Quality framework. In conjunction with the Area Manager and Area Management group take a leadership role in improving client access and entry to the primary health care system and develop common assessment processes and clear pathways within the North area. Lead the

development of a planned, co-ordinated and integrated primary health services working with local government and other key stakeholders across designated municipal areas.

Desirable Requirements:—Appropriate professional or tertiary qualifications.

The Head of the State Service 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 Phil Morris, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 5500, email philip.morris@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

### Manager, Physical Resources (514438).

Applications Close:—Friday, 13 December 2013.

Salary:—\$102,068 - \$109,918 p.a.

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

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

Location:—Mersey Community Hospital.

Who are we?

The Tasmanian Health Organisation, North West is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community in Tasmania's beautiful North West. We are committed to providing the highest levels of healthcare and services and our values are Partnership, Respect, Integration, Development/Support, and Excellence.

Who are we looking for?

We are seeking a motivated and experienced Manager to undertake the operational planning and delivery of Physical Resources of the entire THO-North West. The Manager will develop and implement key strategic frameworks, policies, processes and systems necessary to ensure budget management and operational reforms meet THO-North West priorities and targets. As well as providing high-level strategic, financial and business management support to the Chief Executive Officer (CEO) and other managers within THO-North West which contributes to the enhancement of patient care, capability, viability and reputation.

Reporting to the CEO, this role encompasses a wide range of responsibilities and is required to exercise considerable initiative and judgement across the varying spectrum of responsibilities including the financial, human resources and systems management of all Physical Resources sub units.

Do you have?

Demonstrated extensive knowledge and proven experience in hotel and facilities management within a health setting.

Outstanding communication and interpersonal skills.

An extensive knowledge and understanding of the Work, Health and Safety Act 2012 and occupational health and safety policies and procedures.

Relevant tertiary qualifications or equivalent experience.

Current Driver's Licence.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Adrian Beswick on (03) 6490 9867 or email adrian.beswick@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

Desirable Requirements:—Relevant tertiary qualifications or equivalent experience.

Current Driver's Licence.

The Head of the State Service 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, see 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, Tasmanian Health Organisation, North West, P.O. Box 274, Ulverstone 7315.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

Mental Health North West

### Allied Health Professional (502817).

Applications Close:—Friday, 13 December 2013.

Salary:—\$76,505 – \$87,754 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 3.

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

Location:—Child and Adolescent Mental Health Services.

Who are we?

The Tasmanian Health Organisation, North West is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community in Tasmania's beautiful North West. We are committed to providing the highest levels of healthcare and services and our values are Partnership, Respect, Integration, Development/Support, and Excellence.

Who are we looking for?

We are seeking a motivated and experienced Allied Health

Professional to provide specialist mental health services in the North West of Tasmania to the consumer group of Children and Adolescents

Reporting to the Team Leader of CAHMS, this role encompasses a wide range of responsibilities such as providing a comprehensive clinical service through assessment, case management and individual therapies, undertaking intake, triage and assessments as required, and undertaking an active role in staff development.

Do you have?

A degree in Psychology, Social Work or Occupational Therapy.

At least two years professional experience and knowledge in assessment, counselling, crisis intervention, acute clinical management and ongoing case management in a range of work settings.

Proven interpersonal communication skills.

Proven ability in range of therapeutic techniques for individuals and families.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Sue Nesham on (03) 6434 6434 or email sue.nesham@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

Essential Requirements:—Degree in Social Work giving eligibility for membership to the Australian Association for Social Workers, or.

Registered with the Occupational Therapy Board of Australia, or Registered with the Psychology Board of Australia.

The Head of the State Service 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 Nesham, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6434 6434, email sue.nesham@dhhs.tas.gov.au.

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

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

Mersey Community Hospital

### House Services Assistant (514456).

Applications Close:—Friday, 13 December 2013.

Salary:—\$40,286 - \$42,027 pro rata, per annum.

Health and Human Services (Tasmanian State Service) Award, Health Services Officer, Level 2. Permanent part-time day worker, working 31 hours per fortnight.

Location:—Mersey Community Hospital.

The Tasmanian Health Organisation, North West is seeking to recruit a motivated House Services Assistant to provide an efficient cleaning service at the Mersey Community Hospital.

Ideally, you will have the ability to use and control various items of industrial cleaning equipment, safely and efficiently and you will possess a working knowledge in the use of cleaning chemicals or the ability to acquire them.

You will have an awareness of universal precautions and all infection control protocols relating to cleaning. In addition an awareness of cleaning policies, protocols and procedures in cytotoxic and sterile areas, or the ability and motivation to develop an understanding and apply appropriately within your work environment will be vital to successfully fulfil this role.

You will be a self starter, who is able to prioritise work and complete tasks in an efficient but effective manner. You will have sound communication and interpersonal skills and the ability to build a good rapport with your colleagues and staff members

We will offer you excellent remuneration plus superannuation and access to salary packaging, along with a modern work environment and a welcoming and supportive team.

For more information or to discuss your application today please contact Andrew Groves on 6430 6615/0419 973 006 or email andrew.groves@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

Essential Requirements:-Nil.

The Head of the State Service 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, Tasmanian Health Organisation, North West, P.O. Box 274, Ulverstone 7315.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

Mersey Community Hospital

### Registered Nurse (514514).

Applications Close:—Friday, 27 December 2013.

Salary:—\$56,163 – \$76,859 pro rata, per annum.

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

Permanent full-time and part-time shiftworkers, various hours available up to 76 hours per fortnight.

Location:—Mersey Community Hospital.

Who are we?

The Tasmanian Health Organisation, North West is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community in Tasmania's beautiful North West. We are committed to providing the highest levels of healthcare and services and our values are Partnership, Respect, Integration, Development/Support, and Excellence

These roles are based in the Emergency Department at the Mersey Community Hospital.

Who are we looking for?

We are seeking motivated and experienced Registered Nurses who are passionate about the greatest quality of care, ensuring they collaborate with members of the multidisciplinary healthcare team. Ideally you would have a background working in Emergency or Critical Care Nursing. Within the dynamic multidisciplinary team, you will contribute to a strong professional team approach through open communication and a positive supportive environment.

Reporting to the Nurse Unit Manager, you will contribute to the health outcomes of your patients through excellence in practice, fostering a learning culture, excellent communication skills and working effectively within a multidisciplinary team.

Do you have?

Current Registration.

Sound interpersonal and communication skills.

Knowledge of continuous quality improvement.

Ability to undertake client education.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Lynn Sims on (03) 6426 5303 or email lynn.sims@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

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

The Head of the State Service 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 Lynn Sims, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6426 5303, email lynn.sims@dhhs.tas.gov.au.

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

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH Clinical Support Services

### Administrative Assistant (501100).

Applications Close:—Friday, 13 December 2013.

Salary:—\$47,265 - \$51,332 p.a.

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

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

Location:—Sexual Health Services, Launceston.

The Tasmanian Health Organisation, South is seeking a permanent full-time Administrative Assistant to work in the Launceston Sexual Health Services office.

Duties:—In the role of Administrative Assistant you are expected to provide an efficient and effective receptionist and clerical support service to the Sexual Health Service. You will receive confidential enquiries of a sensitive nature and refer clients to appropriate members of the Sexual Health Service or to external service providers.

The Head of the State Service 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 Elizabeth Lamond, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 8332, email elizabeth.lamond@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: StaffLink HR, Tasmanian Health Organisation – South, G.P.O. Box 1061, Hobart, Tasmania 7011.

Please do not send hard copy applications to the contact person.

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

Tasmanian Health Organisation, South Hotel Services and Logistics

### Cleaner (510533).

Applications Close:—Friday, 13 December 2013.

Salary:—\$40,286 – \$42,027 pro rata, per annum.

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

Fixed-term casual commencing as soon as possible for six months.

Location:—Environmental Services Unit, Royal Hobart Hospital.

Duties:—Perform general cleaning duties, including floor, and wall maintenance in offices, wards, corridors, toilet blocks, and other designated areas throughout the hospital as directed. Undertake special cleaning tasks, and other related duties, including removal of garbage, and collection /distribution of linen.

The Head of the State Service 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 Rob de Salis, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8211, email rob.desalis@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, Tasmanian Health Organisation, South, G.P.O. Box 1061, Hobart 7001.

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### INFRASTRUCTURE, ENERGY AND RESOURCES

LAND TRANSPORT SAFETY

Road Safety Operations

# School Crossing Patrol Officer (Multiple Positions) (9 Vacancies).

Applications Close:—Friday, 13 December 2013.

Salary:—\$37,511 – \$46,233 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 1.

Vacancy No. 900610 x 2

Fixed-term part-time 15 hours per week for 12 months. Location:—Burnie.

Vacancy No. 900611 x 6.

Fixed-term casual until 31 December 2016.

Location:—Smithton.

Vacancy No. 901610 x 2.

Fixed-term part-time 15 hours per week for 12 months. Location:—Devonport.

Vacancy No. 901611 x 4.

Fixed-term casual until 31 December 2016.

Location:—Ulverstone.

Vacancy No. 903010.

Fixed-term part-time 15 hours per week for 12 months. Location:—George Town.

Vacancy No. 903011 x 2.

Fixed-term casual until 31 December 2016.

Location:—George Town.

Vacancy No. 904011 x 5.

Fixed-term casual until 31 December 2016.

Location:—Launceston.

Vacancy No. 902810 x 5.

Fixed-term part-time 15 hours per week for 12 months.

Location:—Hobart.

Vacancy No. 902811 x 5.

Fixed-term casual until 31 December 2016.

Location:—Hobart.

Duties:—Responsible for the safe conduct of school children and others at pre-selected crossing points.

Responsible for requiring drivers of vehicles to stop on a road where the School Crossing Patrol Officer is engaged in the duties of protecting children and others crossing to and from a school.

Provide advice to the School Principal when children are crossing the road other than at the selected location, or are not observing instructions, so that corrective measures may be taken

The Head of the State Service has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—Conviction check for: Crimes of violence, Sex related offences, Serious drug offences, Serious Driving Offences and Medical examination covering general health, medical history, vision and hearing.

Desirable Requirements:—Current driver's licence.

Possession of a current First Aid Certificate.

Enquiries to Aly Sargent, School Crossing Patrol Officer Co-Ordinator, Department of Infrastructure, Energy and Resources, 10 Murray Street, Hobart, TAS, phone (03) 6336 5459, email Aly.Sargent@dier.tas.gov.au.

Applications to Human Resources, HR Operations, Department of Infrastructure, Energy and Resources, 10 Murray Street, Hobart, TAS, phone (03) 6166 3307, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

### JUSTICE

### COMMUNITY CORRECTIONS

Court Mandated Diversion Unit

### Court Diversion Officer (355973).

Applications Close:—Friday, 13 December 2013.

Salary:—\$60,530 - \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time working 73.50 hours per fortnight for a period of 6 months.

Location:-North.

Duties:—Work with offenders referred to the program to develop comprehensive case plans, make appropriate referrals and/or recommendations to external program or treatment providers. Deliver front end social and or emotional health and welfare related services to offenders. Identify and explore offending behaviours and substance abuse patterns with the aim of assisting offenders to reduce the risk of re-offending and the use of illicit substances. Provide case management, co-ordination and support to an assigned number of high and complex need clients as required.

The Head of the State Service 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:—Relevant tertiary or industry qualifications. A current driver's licence.

Enquiries to Norman Alexander, Co-ordinator, CMD Community Corrections,, Department of Justice, phone (03) 6233 5954, email Norman.Alexander@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825, Hobrt, Tasmania 7001, phone (03) 6165 4912, fax (03) 6233 3294, 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 Norman Alexander on (03) 6233 5954.

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.

### PRIMARY INDUSTRIES, PARKS, WATER AND **ENVIRONMENT**

WATER AND MARINE RESOURCES

Licensing and Administration

### Fisheries Monitoring Officer (700161 and 702654, 2 vacancies).

Applications Close:—Friday, 13 December 2013.

Salary:—\$47,823 – \$51,998 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time.

Location:—Hobart

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

Duties:—To provide a timely and quality fisheries monitoring service for the purpose of administering the Living Marine Resources Management Act 1995.

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 Denise Garcia, phone (03) 6165 3017, email denise.garcia@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) 6165 3198, fax (03) 6233 3682, email job.applications@ dpipwe.tas.gov.au.

### PRIMARY INDUSTRIES, PARKS, WATER AND **ENVIRONMENT**

PARKS AND WILDLIFE SERVICE

Operations and Performance

Northern Region

### Business Enterprise Co-ordinator ar Island Wetlands Centre (705715).

Applications Close:ecember 2013.

Salary:—\$60,530 - \$70 rata, per annum.

ward, General Stream, Band 4. Tasmanian State Seg

Hours and 6 minutes per fornight). Permanent part-ti

Location:region, initially located at Tamar Island

Wetlands Cep

salary within the above range will be Comm accordance with qualifications and previous determif. relevant extrience.

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

Duties:—Co-ordinate the day-to-day busine ivities and lead the business development of the Tam and Wetlands Centre, including the supervision of eer staff, and undertaking marketing and promotive tivities, with the objective of providing a high quality experience.

Applications should quote y title and number, be addressed as indicated. marked Personal and Confider

WIIIIIRAN At DPIPWE, we value erse backgrounds, skills and and treat each other with respect. contributions of all empl

Enquiries to Mary ton, phone (03) 6336 5312, email Marie.Pearton@p

Application anager, Human Resources Management ent of Primary Industries, Parks, Water f, G.P.O. Box 44, Hobart, Tas, 7001, phone Branch, Do and Envir (03) 627fax (03) 6233 3682, email job.applications@ dpipwe.t. gov.au.

### **TASTAFE**

ORGANISATIONAL LEARNING AND DEVELOPMENT

### Library Technician (968334).

Applications Close:—Friday, 13 December 2013.

Salary:—\$60,530 – \$70,007 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time from As soon as possible until 19 December 2014, 52 weeks per year.

Location:—TasTAFE, Organisational Learning and Development.

Description of the Role:—Co-ordinate technical, instructional and operational functions on a day to day basis, to ensure the delivery of high quality customer-focused services, and provide technical direction, general supervision and advice as required. 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. Undertake and resolve complex client queries including the provision of technical advice and assistance to staff and students about access to publications and information generally.

Essential Requirements:—The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

Enquiries to Linda Gilmore, TasTAFE, phone (03) 6245 8082, email linda.gilmore@tastafe.tas.edu.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, email recruitment@ education.tas.gov.au.

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

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications:-Electronic applications must be in either Microsoft Word or PDF format. Do not send additional paper copies of applications through the mail.

When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment

Receipt of your electronic application will be acknowledged by return email within two working days.

### **TASTAFE**

VOCATIONAL EDUCATION AND TRAINING (VET)

### Teacher, Education Support, TasTAFE (967793).

Applications Close: - Friday, 13 December 2013.

Salary: \$55,380 - \$85,867 p.a.

Polytechnic and Skills Institute Teaching Staff Award, Teacher Band 1

Fixed-term full-time up to 70 hours per fortnight, from as soon as possible to 19 December 2014. Those who are seeking part-time duties are also encouraged to apply.

Location:- TasTAFE, Vocational Education and Training

Description of the Role:— Undertake teaching and assessment duties in a variety of contexts and in line with relevant standards and compliance requirements. The occupant is required to regularly monitor and evaluate practice in order to maintain a focus on continuous improvement.

Essential Requirements:-Relevant post-secondary educational qualification.

Eligible for Specialist Vocational Education and Training registration; or limited authority to teach granted by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000. A person with a limited authority to teach can only be employed on a fixed-term basis.

The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

Desirable Requirements:— Experience in a vocational and education training environment.

Enquiries to Jan Wallace, TasTAFE, phone (03) 6245 8023, email jan.wallace@TasTAFE.tas.edu.au.

Applications should include a written statement of up to 500 words and a 2 page curriculum vitae.

Applications to Vacancy and Staffing Services, Department of Education, GPO Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications:— Electronic applications must be in either Microsoft Word or PDF format.

## **Staff Movements**

### Permanent Appointments

Agency	Duties Assigned	Employee	Probation Period	Date of Effect
Economic Development, Tourism & the Arts	Director Strategy and Research	S. Fox	6 months	02.12.13
Education	Community Inclusion Worker	T. Parsons	6 months	02.12.13
Education	Teacher Assistant	N. Van Der Aa	6 months	03.02.14
Education	Customer Services Officer	L. Brazendale	6 months	09.12.13
Education	Customer Services Officer	J. Peiper	6 months	09.12.13
Health & Human Services & Tasmanian Health Organisations	Hospital Aide	I. Gillie	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	B. Hingston	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Theatre Support Officer	D. O'Leary	6 months	16.12.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	C. O'Toole	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Medical Orderly	M. Lamprey	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	IT Consultant	P. Graves	6 months	02.12.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	L. Harper	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	J. Edrich	6 months	02.12.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	J. McConnon	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Medical Scientist (Cytology)	J. Layton	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	D. Rickard	6 months	02.12.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	A. Esam	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	House Services Assistant	H. Nor	6 months	25.11.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	S. Mackean	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Speech Pathologist	J. Bonney	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	J. Carew	6 months	02.12.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	P. Breward	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	A. Boon	6 months	30.11.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	S. Kindred	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Enrolled Nurse	S. Olendrowsky	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	R. Tieman	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	W. Bissett	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Business Analyst	J. Oud	6 months	11.12.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	K. Plunkett	6 months	30.11.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	M. Keogh	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	K. Stringer	6 months	25.11.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	J. Penfold	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	L. Behan	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Allied Health Assistant	N. Hughes	6 months	02.12.13
Health & Human Services & Tasmanian Health Organisations	Ward Clerk	K. Smith	6 months	06.11.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	G. Jetson	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Service Support Officer	M. Bahr	1 month	18.11.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	L. Acquarola	6 months	20.11.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	S. Parish	6 months	20.11.13
Premier & Cabinet	Administrative and Legislative Assistant	C. Donaldson	Nil	18.11.13
Primary Industries, Parks, Water & Environment	Phycologist, 707075	H. Bond	Nil	21.11.13
Primary Industries, Parks, Water & Environment	Visitor Reception Officer	N. Young	6 months	28.11.13
Primary Industries, Parks, Water & Environment	Visitor Reception Officer	A. Lewis	6 months	28.11.13
Port Arthur Historic Site Management Authority	Tourism Operations Assistant	L. McKinnon	6 months	21.11.13
Port Arthur Historic Site Management Authority	Tourism Operations Assistant	E. Carnes	6 months	21.11.13

### Promotion of Permanent Employees

Agency	Employee	Duties Assigned	Date of Effect
Health & Human Services & Tasmanian Health Organisations	Z. Galanos	Manager Child Protection, South	26.11.13
Police & Emergency Management	A. Gill	Station Officer, Northern Region	16.12.13
Police & Emergency Management	M. D'Alton	Supervisor FireComm	28.11.13
Premier & Cabinet	E. Cripps	Major Procurement Consultant	02.12.13
Premier & Cabinet	N. Smith	Business Analyst	27.11.13

### Resignation of Permanent Employees

Agency	Duties Assigned	Employee	Date of Effect
Economic Development, Tourism & the Arts	Senior Project Manager	T. Hite	29.11.13
Health & Human Services & Tasmanian Health Organisations	Recruitment Liaison Officer	D. Walsh	29.11.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	M. Rangarira	22.11.13
Health & Human Services & Tasmanian Health Organisations	Data Analyst	A. Stott	25.10.13
Health & Human Services & Tasmanian Health Organisations	Home Help	K. Sluce	30.10.13
Health & Human Services & Tasmanian Health Organisations	Pharmacy Technician- Correctional Health	T. Glowacki	11.11.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	K. McIntee	29.11.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	J. Carrington Smith	18.11.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	D. Stewart	17.11.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	E. Jordan	04.11.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	M. Fisher	23.11.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	T. Robinson	27.11.13
Health & Human Services & Tasmanian Health Organisations	Physiotherapist- Community	C. O'Driscoll	29.11.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	G. Mukwevho	19.11.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	P. Denial	10.08.13
Health & Human Services & Tasmanian Health Organisations	Quality Assurance Officer	C. Berry	29.11.13
Health & Human Services & Tasmanian Health Organisations	Enrolled Nurse	J. Davis	23.11.13
Justice	Clerk	M. Ackerley	29.11.13
Justice	Crown Counsel	S. Eley	27.11.13
Primary Industries, Parks, Water & Environment	Ranger	P. Bevan	04.12.13

### Fixed-term Appointments of Greater than 12 Months

Agency	Duties Assigned	Employee	Term	Date of Effect
Primary Industries, Parks, Water & Environment	Technical Officer (Carp Management)	A. Mapleston	2 years	02.12.13

### Retirement of Permanent Employees

Agency	Duties Assigned	Employee	Date of Effect
Infrastructure, Energy & Resources	Executive & Business Support Officer	L. Mitchell	30.11.13
Primary Industries, Parks, Water & Environment	Spatial Information Officer	S. Chung	20.11.13



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