

# TASMANIAN STATE SERVICE NOTICES

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### **WEDNESDAY 18 SEPTEMBER 2013**

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

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

### **Vacancies—General Information**

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

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

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

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

Tasmanian Government Gazettes are available for perusal at the 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

### ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

STRATEGY, ENTERPRISE AND REGIONS

Regional Development

### Regional Manager (North) (424026).

Applications Close:-Friday, 27 September 2013.

Salary: - \$102,976 - \$110,919 p.a.

Tasmanian State Service Award, General Stream, Band 8.

Permanent full-time.

Location:-Launceston.

Duties:—Provide authoritative advice on regional development policies, programs and critical projects as they apply to the northern region of Tasmania, including a particular focus on the Northern Region Economic Development Plan.

Lead and manage the Northern Regional Office to support growth in regional communities through effective regional economic development programs and policies that focus on driving jobs, investment, export and community outcomes for the region.

Desirable Requirements:— Current driver's licence. Relevant tertiary or business-recognised qualifications, experience and affiliations are highly desirable.

Enquiries to Fiona Wilson, Deputy Secretary, phone (03) 6233 5820, email Fiona. Wilson@development.tas.gov.au.

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, GPO Box 656, Hobart, TAS 7001, phone (03) 6233 5910, fax (03) 6233 5703, email applications@development.tas.gov.au.

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

### ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

STRATEGY, ENTERPRISE AND REGIONS

Strategy and Research

### Director (Strategy and Research) (424297).

Applications Close: - Friday, 27 September 2013.

Salary: - \$102,976 - \$110,919 p.a.

Tasmanian State Service Award, General Stream, Band 8.

Permanent full-time.

Location:- Hobart.

Duties: – Manage the implementation, maintenance and evaluation of the whole-of-government Economic Development Plan

Lead and manage the Strategy and Research business unit including strategic planning, strategy formulation, strategic policy, economic advice, research development and implementation, and impact assessment.

Provide authoritative policy advice to the Agency and Government on a diverse range of economic development policies, programs and critical projects.

Desirable Requirements:—Current driver's licence. A relevant degree or other tertiary qualification, or equivalent experience.

Enquiries to Fiona Wilson, Deputy Secretary, phone (03) 6233 5820, email Fiona. Wilson@development.tas.gov.au.

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, GPO Box 656, Hobart, TAS 7001, phone (03) 6233 5910, fax (03) 6233 5703, email applications@development.tas.gov.au.

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

### **EDUCATION**

### CORPORATE SERVICES

Information and Technology Services

### IT Support Officer (965174).

Applications Close:—Friday, 27 September 2013.

Salary:—\$47,823 - \$70,007 p.a.

Tasmanian State Service Award, ICT Level 1, Technician.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart.

Description of the Role:—Undertake customer focused information technology support services in one or more of the following areas:—technical support of IT infrastructure including desktop PC equipment and associated information technology peripherals, networking equipment and servers. Technical support of business applications software and development projects.

Client support.

Provision of supervision and training for other IT support staff

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:—Appropriate post-secondary qualification and/or industry experience relevant to the position.

At least two years' experience in the delivery of ICT support and infrastructure services.

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) 6233 4630, 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**

### EARLY YEARS AND SCHOOLS

### Professional Learning Leader (964904, 964905, 964914).

Applications Close:—Friday, 27 September 2013.

Salary:—\$116,388 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal (Non Teaching) Band 3, Level 5.

Permanent full-time 73.5 hours per fortnight.

Location:—Statewide.

Description of the Role:—Develop, manage and deliver high quality professional learning to DoE employees in accordance with Departmental policies and priorities and employee needs. Respond to the requirements of Department employees, manager and feedback from participants, to develop, deliver and refine professional learning.

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

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 John Ewington, Principal Leader, Professional Learning Institute, Department of Education, phone (03) 6421 7939, email john.ewington@education.tas.gov.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 4630, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

# Create a bigger picture



### Communications and Media at UTAS this Spring

### **Media Training**

### Communicate more effectively through the media.

Learn to formulate and communicate ideas in and through the media, including media releases, op-eds and social media, and respond confidently to media questions.

The unit, offered by one of Australia's leading journalism programs\*, will be taught through a combination of intensive face-to-face sessions (in Hobart) and online learning activities. Students will work with UTAS staff and industry experts.

In the unit, you will:

- Improve your understanding of the news media and the Tasmanian media environment.
- · Develop skills for interviews and media writing.
- · Analyse how the media chooses and reports stories.

### Dates: 19 October to 31 December 2013

Apply for the Bachelor of General Studies and study Media Training (HEJ103) in Spring School at UTAS.

For further information contact Kate.Nash@utas.edu.au or visit www.utas.edu.au/summer/arts

### **Communication and Professional Writing**

# Hone your writing, presentation and media awareness skills.

Expert communication skills are essential in the information age. This new, innovative, mainly online course hones students' writing, presentation and media awareness skills to make them confident and competent communicators in professional contexts. The unit guides students through the contemporary digital landscape and offers the expertise needed to create a range of communications products^. Participants will learn to pitch and write for print and electronic media, craft corporate and not-for-profit messages, gain an insight into visual communication, and use social media platforms as promotional tools. You will learn to communicate complex ideas, numbers and academic research to lay audiences, and to present your ideas professionally.

### Dates: 18 November 2013 to 31 January 2014

Apply for the Bachelor Arts or Bachelor of General Studies and study Communication and Professional Writing (HEJ107) in Spring School at UTAS.

For further information contact Gabi.Mocatta@utas.edu.au or visit www.utas.edu.au/summer/arts

There are no subject prerequisites for these units if you are studying at UTAS, you can simply enrol via the eStudentCentre\*\*. New students are invited to apply.\*\*\*

Applications can be made online at www.utas.edu.au/apply or call the UTAS Info Centre on 1300 363 864.

- \*Excellence in Research for Australia (ERA) ratings 2012
- <sup>^</sup> Journalism and Professional Writing achieved top ranking in Excellence in Research for Australia (ERA) ratings 2012
- \*\*Subject to the rules of the degree you are currently studying
- \*\*\*Subject to meeting degree entry requirements

RICOS Provider Code: 00586B

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 (South)

Claremont College

# Assistant Principal, Claremont College—Re-advertised (954209).

Applications Close:—Friday, 27 September 2013.

Salary:—\$104,093 p.a.

Teaching Service (Tasmanian Public Sector) Award, Assistant Principal, Band 3, Level 3.

Permanent full-time.

Location:— Claremont College.

Description of the Role:—To assist the Principal in the general educational leadership, management and administration of a school or college.

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

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 Sharyn Gill, Principal, Department of Education, phone (03) 6249 6801, email sharyn.gill@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, GPO Box 169, Hobart, 7001, phone (03) 6233 4630, 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 (South)

Collinsvale Primary School

### Teacher Assistant, Collinsvale Primary School (954032).

Applications Close:—Friday, 27 September 2013.

Salary:—\$47,823 – \$51,998 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time 10 hours per fortnight. Employment Conditions 40 weeks per year.

Location:—Collinsvale Primary School.

Description of Role:—Provide assistance to the teacher(s) by assisting with the supervision and learning of students. Provide support and assistance to students with high and/or additional needs including but not limited to students with physical and/or intellectual disabilities and students with behavioural issues.

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:—College or TAFE studies in health and/or education support.

Enquiries to Kelly Dyer, Department of Education, phone (03) 6239 0176, email kelly.dyer@education.tas.gov.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 4630, 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 (South)

Elizabeth College

### Teacher, Audio Design, Elizabeth College (966863).

Applications Close:—Friday, 27 September 2013.

Salary:—\$53,659 – \$85,868 pro rata, per annum.

Teaching Service (Tasmanian Public Sector) Award, Teacher.

Permanent part-time Up to 56 hours per fortnight.

Location:—Elizabeth College.

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 Rebecca Wilson, Department of Education, phone (03) 6235 6518, email rebecca.wilson@education.tas.gov.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 4630, 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 and local duty statement, 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 (South)

Elizabeth College

### Teacher, Electronics, Elizabeth College (966864).

Applications Close:—Friday, 27 September 2013.

Salary:—\$53,659 – \$85,868 pro rata, per annum.

Teaching Service (Tasmanian Public Sector) Award, Teacher.

Permanent part-time Up to 56 hours per fortnight.

Location:—Elizabeth College.

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 Deborah Beswick, Department of Education, phone (03) 6235 6510, email deborah.beswick@education.tas.gov.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 4630, 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 and local duty statement, 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 (South)

Windermere Primary School

### Assistant Principal, Windermere Primary School (964760).

Applications Close:—Friday, 27 September 2013.

Salary:-\$104,093 p.a.

Teaching Service (Tasmanian Public Sector) Award, Assistant Principal, Band 3, Level 3.

Permanent full-time.

Location:—Windermere Primary School.

Description of the Role:—To assist the Principal in the general educational leadership, management and administration of a school or college.

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

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 Jenny Leppard, Principal, Department of Education, phone (03) 6249 0600, email jenny.leppard@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) 6233 4630, 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**

### LINC TASMANIA

# Manager Tasmanian Information and Research Service (700612).

Applications Close:—Friday, 27 September 2013.

Salary:—\$102,976 - \$110,919 p.a.

Tasmanian State Service Award, Professional Stream, Band 4.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart.

Description of the Role:—Lead, manage and direct the operations and services of the Tasmanian Information and Research Service. Provide advice relating to LINC Tasmania's library and archives information services in a state-wide context. Ensure a high standard of customer-focussed information services delivery and liaise with relevant support services

Essential Requirements:—Degree or diploma from a recognised university or other tertiary institution in librarianship, information studies, history or other relevant discipline; or a post-graduate diploma in librarianship, information studies, records management or archives; and eligibility for admission to membership of a relevant professional body e.g. Australian Library and Information Association (ALIA); Australian Society of Archivists (ASA).

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 Susan Witek, Manager Reference and Digital Strategies, Department of Education, phone (03) 6233 7742, email susan.witek@education.tas.gov.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 4630, 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.

# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Ambulance Tasmania

Health Transport Services

### Patient Transport Officer (511287).

Applications Close:—Friday, 27 September 2013.

Salary:—\$48,183 – \$51,330 pro rata, per annum.

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

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

Location:—Launceston.

Provide an efficient and safe non emergency patient transport service for eligible Department of Health and Human Services (DHHS) and Tasmanian Health Organisations (THOs) patients in accordance with Ambulance Tasmania Non Emergency Patient Transport Policy and Clinical Protocols. Work as a member of the Health Transport Services team providing transport of low acuity, medically stable patients requiring a basic level of care and observation for patients travelling to, from or between DHHS and THOs facilities.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Helen Kreutzer, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6211 7252, email ahts@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

Health Transport Services

### Patient Transport Officer (Relief) (502023).

Applications Close:—Friday, 27 September 2013.

Salary:—\$48,183 – \$51,330 pro rata, per annum.

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

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

Location:—North West.

Provide an efficient and safe non emergency patient transport service for eligible Department of Health and Human Services (DHHS) and Tasmanian Health Organisations (THOs) patients in accordance with Ambulance Tasmania Non Emergency Patient Transport Policy and Clinical Protocols. Work as a member of the Health Transport Services team providing transport of low acuity, medically stable patients requiring a basic level of care and observation for patients travelling to, from or between DHHS and THOs facilities.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Helen Kreutzer, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6211 7252, email ahts@dhhs.tas.gov.au.

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

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

# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Children and Youth Services

### Child and Family Health Nurse (500915).

Applications Close:—Friday, 27 September 2013.

Salary:—\$63,591 - \$76,859 p.a.

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

Fixed-term full-time day work commencing As soon as possible for a period of 12 months, SEE NOTE BELOW.

Location:—CYS, Child Health and Parenting Services, Hobart.

PLEASE NOTE:—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.

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

Desirable Requirements:—Minimum of 3 years post basic registration nursing experience and holds a relevant tertiary qualification or is working towards same.

Comprehensive knowledge of the principles of primary health care and ability to apply these principles in practice.

Demonstrated clinical skills appropriate to the area of child and family health nursing.

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

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Terri Moon, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 7865, email terri.moon@dhhs.tas.gov.au.

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

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

# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Children and Youth Services

### Team Leader (CYS) (501538).

Applications Close:—Friday, 27 September 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 work, SEE NOTE BELOW.

Location:—Children and Youth Services, Hobart.

PLEASE NOTE:—Alternative part-time hours may be available by negotiation.

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

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

Selection criteria includes:—Significant post graduate experience in a relevant field.

A demonstrated ability to provide supervision, leadership and direction to field staff.

A high level of knowledge and understanding of current statutory requirements and Departmental procedures or the ability to acquire such knowledge.

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

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

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to LeeAnn Russell, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 7666, email leeann.russell@dhhs.tas.gov.au.

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

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Children and Youth Services

Program Support Unit

### Business Analyst (521481).

Applications Close:—Friday, 27 September 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 (part-time hours may possibly be considered by negotiation).

Location:—Children and Youth Services, Program Support Unit.

Duties:—As a member of the Children and Youth Services (CYS) Corporate Support Unit and working with the Manger Corporate Services implement and co-ordinate a broad range of business support, financial and budget activities within CYS. Ensure that standards and policies are adhered to and provide support to the Manager, Corporate Support and other members of the Corporate Support Unit. Investigate, research and obtain information to enable analysis and reporting of information relating to finance, budget, human resources and facility management.

Liaise with Shard Services Group and other Government Agencies on business processes and reporting activities and co ordinate the operational interface for the CYS for business support and corporate support services including budget reporting, human resources, facilities management and other business support functions as directed.

Selection criteria includes:—Well developed conceptual, analytical, creative and research skills, with the ability to provide advice within the context of the political, social and organisational environment in which the Service operates.

Demonstrated ability to think logically, seek all relevant information, probe for facts and analyse issues. Ability to draw sound inferences and trends from available information and make appropriate recommendations.

Well developed self management and organisational skills including the capacity to work under pressure with competing priorities and proven ability to work individually and constructively as a member of a team.

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

Desirable Requirements:—An appropriate tertiary qualification.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Frances Hall, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 4928, email frances.hall@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

### Assistant Director of Nursing, Infection Control (516290).

Applications Close:—Friday, 4 October 2013.

Salary:—\$104,190 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 8, Level 3.

Fixed-term part-time daywork, (part-time hours can be negotiated) commencing as soon as possible for a period of 12 months.

Location:—Hobart.

Duties:—Manage the operations of the Tasmanian Infection Prevention and Control Unit. Provide strategic leadership across the Tasmanian Health Sector on infection prevention and control issues. This includes: Defining the vision for infection prevention and control while aligning with state and national directives and goals. Developing and leading programs and strategies to prevent infection in the daily care of patients. Developing structure and processes that will drive excellence in infection prevention and control.

Desirable Requirements:—Current Driver's Licence. Relevant postgraduate qualification. Endorsement as a Nurse Immuniser in Tasmania, or willingness to obtain such endorsement through completion of relevant training. Credentialed infection control professional, awarded by the Australasian College of Infection Prevention and Control or similar international organisation.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to John Milbourne, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 8530, email john.milbourne@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

### Chief Pharmacist (500798).

Applications Close:—Friday, 11 October 2013.

Salary:—\$127,526 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 6.

Permanent full-time daywork.

Location:—Hobart.

The Tasmanian Department of Health and Human Services seeks a qualified and experienced individual with a proven capacity to provide strong professional leadership, vision and a contemporary approach to pharmaceutical strategies, regulation, policies, and priorities to fill the vacancy of Chief Pharmacist

In this senior role you will perform with a high degree of independence and autonomy in determining the overall priorities and directions of the Agency's Pharmaceutical Services Branch which implements policies and legislation relating to the manufacture, distribution and use of medicines, poisons and therapeutic goods in Tasmania.

You will report to the Chief Medical Officer and provide authoritative advice to the Minister, Secretary and Chief Health Officer and will be responsible for driving change across many areas in Tasmania. You will make decisions, provide advice and undertake complex and critical work that has impact on the Tasmanian Government, the Department, other government agencies, non-government health service providers, health professionals, industries and the public generally. You will also liaise and work closely with other jurisdictions and the Commonwealth in the area of drugs and poisons regulation.

Desirable Requirements:—At least five years' practical experience as a pharmaceutical chemist subsequent to initial registration. Relevant postgraduate qualifications. Current Driver's Licence.

Essential Requirements:—Registered with the Pharmacy 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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to John Milbourne, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 8530, email john.milbourne@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

Population Health Operations

Population Health and Wellbeing

### Community Dietitian (3 Vacancies).

Applications Close:—Friday, 27 September 2013.

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

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

Vacancy No. 517471.

Permanent part-time day work, 30.4 hours per fortnight. Location:—Hobart, Launceston or Burnie.

Vacancy No. 519828.

Permanent part-time day work, 30.4 hours per fortnight. Location:—Hobart, Launceston or Burnie.

Vacancy No. 506445.

Permanent part-time day work, 30.4 hours per fortnight. Location:—Hobart, Launceston or Burnie.

Duties:—We are seeking Community Dieticians' to join our team. The focus of duties is to ensure effective community nutrition program development and service delivery accordance with the Physical Activity and Community Nutrition Unit's (PACNU) business plan. Provide effective nutrition training, support and advice to a range of health and community workers. Develop and maintains effective partnerships to achieve positive nutrition outcomes in range of settings.

Essential Requirements:—Approved Bachelor of Science degree, or equivalent, from a University or other tertiary institution, majoring in appropriate subjects, and a graduate diploma or post graduate degree course in dietetics of one or two years, or an approved four year undergraduate degree majoring in nutrition and dietetics at a recognised Australian tertiary institution, or a pass in the Dietitians Association of Australia (DAA) examination in dietetics for overseas trained dietitians.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Julie Williams, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7372, email julie.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

Strategic Control, Workforce and Regulation

### Manager, Strategy and Projects (521601).

Applications Close:—Friday, 27 September 2013.

Salary:—\$102,068 - \$109,918 p.a.

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

Permanent full-time daywork.

Location:-Hobart.

The Strategic Control, Workforce and Regulation (SCWR) Group of the Department of Health and Human Services (DHHS) is the Strategy, Policy, and Corporate Services Group of the DHHS. It is responsible for leading the implementation of strategic and policy initiatives on behalf of the portfolio Ministers and Secretary, and delivering Finance, Information Communication Technology, Human Resources and Shared Services to the DHHS and to and in support of the Tasmanian Health Organisations (THOs). The Manager, Strategy and Projects is responsible for delivering targeted improvement projects across the SCWR Division and more broadly across the

THOs and other DHHS business units. The Manager, Strategy and Projects is also responsible for providing specialist advice regarding strategic and policy issues impacting on the health and human services system to the Deputy Secretary SCWR.

Desirable Requirements:— Satisfactory completion of an appropriate course of study from a recognised tertiary institution.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Sara Horne, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 8091, email sara.horne@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

Strategic Control, Workforce and Regulation

Legislative Review and Legal Support

### Principal Officer, Legislation (517679).

Applications Close:—Friday, 27 September 2013.

Salary:—\$93,032 - \$99,415 p.a.

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

Permanent full-time daywork, (part-time hours will be considered).

Location:—Hobart.

Contribute to the management and co-ordination of the Agency's legislative development and review program in consultation with Ministers, Secretary and the Department of Health and Human Services (DHHS) senior executive. Provide high level advice and assistance to the Ministers, Secretary, Deputy Secretary, Executive Manager and other senior management in relation to legislative and regulatory review matters, and provide information and guidance on emerging legal issues relating to the Agency.

Desirable Requirements:—Tertiary qualifications in law are considered as desirable 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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Bruce Paterson, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 6044, email bruce.paterson@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

System Purchasing and Performance

Service Purchasing and Performance

### Clinical Costing Officer (520744).

Applications Close:—Friday, 27 September 2013.

Salary:—\$71,665 - \$74,932 p.a.

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

Permanent full-time daywork.

Location:-Hobart.

Duties:—The position forms a key component of the Tasmanian Health System's ability to implement and maintain Activity Based Funding (ABF) for hospital and health services statewide. The focus of the position is to provide clinical costing support by participating in costing studies and evaluating the consistency and quality of data generated by systems within the clinical costing functions.

Desirable 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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Ian Jordan, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 3447, email ian.jordan@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

Tasmanian Health Organisation, North, Statewide Mental Health Services

### Clinical Lead (504921d).

Applications Close:—Friday, 27 September 2013.

Salary:—\$87,754 - \$97,057 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 4.

Permanent full-time day work commencing as soon as possible.

Location:—Launceston.

Please Note: This vacancy is also advertised as a Registered Nurse Grade 6 (504921) there is only one vacancy and only one vacancy will be filled based on merit.

Duties:—As part of a multidisciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan, Mental Health Services Principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Clinical Lead will provide high level support to the Team Leader within the relevant community mental health service.

Desirable Requirements:—A minimum of 3 years post graduate clinical experience in the context of a community mental health team.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Helen van der Molen, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 2185, email helen.vandermolen@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

Tasmanian Health Organisation, North, Statewide Mental Health Services

### Clinical Nurse Consultant, Clinical Lead (504921).

Applications Close:—Friday, 27 September 2013.

Salary:—\$81,689 - \$87,328 p.a.

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

Permanent full-time day work commencing as soon as possible.

Location:—Launceston.

Please Note: This vacancy is also advertised as a Allied Health Professional Level 4 (504921d), there is only one vacancy and one vacancy will be filled based on merit.

Duties:—As part of a multidisciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan, Mental Health Services Principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Clinical Nurse Consultant, Clinical Lead will provide high level support to the Team Leader within the relevant community mental health service

Desirable Requirements:—A minimum of 3 years post graduate clinical experience in the context of a community mental health team.

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

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Helen van der Molen, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 2185, email helen.vandermolen@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

### Clinical Nurse Specialist, Endoscopy Liaison (519028).

Applications Close:—Friday, 27 September 2013.

Salary:—\$78,061 – \$81,689 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 5, Year 1 to Grade 5, Year 4.

Permanent part-time day work, working 40 hours per fortnight. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Day Procedure Unit, Launceston General Hospital.

Duties:—Responsible for the co-ordination of waiting lists, pre-admission assessment and client care for patients utilising the endoscopy service, ensuring optimal patient preparation for endoscopy procedures with effective utilisation of human and material resources, in conjunction with other members of the Multidisciplinary Healthcare team.

Desirable Requirements:—Holds or is working towards relevant tertiary qualification.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Sharon Stuart, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 8723, email dpunum@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

### Domestic Supervisor (503539).

Applications Close:—Friday, 27 September 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, working 55 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—House Keeping and Accommodation, LGH Charles Street, Launceston.

Duties:—The Domestic Supervisor is responsible for ensuring a high standard of cleanliness across the Launceston General Hospital and areas of responsibility under the umbrella of Cleaning 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, crimes involving dishonesty and Serious traffic offences. 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

### General Surgery Fellow (521618).

Applications Close:—Friday, 27 September 2013.

Salary:—\$132,011 - \$184,815 p.a.

Salaried Medical Practitioners (AMA Tasmania/DHHS) Agreement 2009, Specialist Medical Practitioner (Salary commensurate with qualifications and experience).

Fixed-term full-time day work (with oncall), from 3 February 2014 to 12 January 2015. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Department of Surgery, Launceston General Hospital.

Duties:—This position has been established to fulfil a number of targeted activities to improve the delivery of general surgical services to patients at the Launceston General Hospital, THONorth and to assist in the co-ordination and training of surgical Registrars and RMO's. It is ideally suited to a surgeon that has recently gained his/her general surgical Fellowship.

Desirable Requirements:—Fellowship of Royal Australasian College of Surgeons (RACS).

Essential Requirements:—Specialist or limited registration with the Medical Board of Australia in a relevant specialty.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Henning Els, Department of Health and Human Services and Tasmanian Health Organisations, mobile 0428 388 566, email henningels@bigpond.com.

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

### Hospital Aide (521555).

Applications Close:—Friday, 27 September 2013.

Salary:—\$42,625 – \$43,601 pro rata, per annum.

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

Permanent part-time day work, working 8 hours per fortnight. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Launceston General Hospital, Charles Street, Launceston

Duties:—To assist nursing staff in maintaining clean and hygienic surroundings to facilitate infection control and support in performing other non nursing duties in the following departments: Pre-Operative Assessment Unit (POAU), Stomal Therapy Department and Orthopaedic Clinic.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Sue Delanty, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7367, email sue.delanty@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 (521098).

Applications Close:—Friday, 27 September 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 shift work (fully rotational), working 48 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Northern Coronary Care Unit, 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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Shelley Foale, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 8712, mobile 0408 529 557, email shelley.foale@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, 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 (2 Vacancies).

Applications Close:—Friday, 27 September 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. 519799.

Permanent part-time shift work (fully rotational), working 48 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Ward 5D, 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.

Vacancy No. 521570.

Permanent part-time shift work (fully rotational), working 48 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Ward 5D, 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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Kate Hill, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7481, email kate.hill@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

### Senior Speech Pathologist, Acute Medical Unit (521475).

Applications Close:—Friday, 27 September 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 work, working 76 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location: - LGH Charles Street, Launceston.

Duties:—To provide specialised assessment and intervention for the requirements for the Speech Pathology Service to inpatients and outpatients of the Launceston General Hospital.

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, crimes involving dishonesty and Serious traffic offences. 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

Primary Health Services North

### Administrative Assistant (Relief), Casual (507435).

Applications Close:—Friday, 27 September 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 day work, as and when required, commencing 6 October 2013 to 5 October 2015.

Location:—St. Marys Community Health Centre.

Duties:—To provide effective and efficient administrative and clerical support service to the Director of Nursing and staff of St. Marys Community Health Centre.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Julie Gunton, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6372 2111, email julie.gunton@dhhs.tas.gov.au.

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

### Cleaner (513317).

Applications Close:—Friday, 27 September 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 part-time shift work (fully rotational) working 49 hours per fortnight, commencing as soon as possible to 31 January 2014. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—North East Soldiers Memorial Hospital, Scottsdale.

Duties:—Maintain a high standard of cleaning in allocated areas, removal of garbage, and collection/distribution of linen within the North Eastern Soldiers Memorial Hospital and James Scott Wing Nursing Home.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Wendy Mackay, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6352 5523, email wendy.mackay@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

### Cleaner (Relief), Casual (520675).

Applications Close:—Friday, 27 September 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 shift work, as and when required, commencing 1 October 2013 to 1 October 2015.

Location:—Deloraine District Hospital.

Duties:—Maintain a high standard of cleaning in allocated areas, removal of garbage in and around the Hospital areas, general cleaning duties including floor and wall maintenance in offices, wards, corridors, toilet blocks and other designated areas throughout the hospital as directed.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Lester Jones, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6362 5000, email lester.jones@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

### Multi Skilled Domestic (Relief), Casual (512923).

Applications Close:—Friday, 27 September 2013.

Salary:—\$42,625 - \$43,601 pro rata, per annum.

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

Fixed-term casual shift work, as and when required, from 6 October 2013 to 5 October 2015.

Location:—St. Marys Community Health Centre.

Duties:—To carry out and assist in food preparation and cleaning within the Kitchen area, maintaining a high standard of hygiene, as well as cleaning of allocated areas within the facility in compliance with established standards 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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Julie Gunton, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6372 2111, email julie.gunton@dhhs.tas.gov.au.

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

### Registered Nurse (Relief), Casual (505964).

Applications Close:—Friday, 27 September 2013.

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

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

Fixed-term casual shift work, as and when required, commencing as soon as possible to 7 September 2015.

Location:—Campbell Town Health and Community Service.

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, crimes involving dishonesty and Serious

traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Priya Jose, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6381 3300, email priya.jose@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

### Registered Nurse RELIEF, Casual (512950).

Applications Close:—Friday, 27 September 2013.

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

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

Fixed-term casual shift work, as and when required, commencing as soon as possible to 5 October, 2015.

Location:—St. Marys Community Health Centre

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, see related offences, serious drug offences, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Julie Gunton, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6372 2111, email julie.gunton@dhhs.tas.gov.au.

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

### Senior Occupational Therapist (520033).

Applications Close:—Friday, 4 October 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.

Fixed-term part-time day work, working 38 hours per fortnight, commencing as soon as possible to 30 June 2016. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Palliative Care North.

Duties:—To promote, develop and provide Occupational Therapy services in accordance with professional standards, best practice and evidence based practice, to a predominantly specialist or complex caseload, in order to improve occupational therapy outcomes for clients and patients. To provide professional advice and education to others with regard to the field of specialisation and related areas. To assist with planning, co-ordinating and evaluation of service provision to palliative care clients and their families and carers. Collaborates with other members of the health care team to ensure the delivery of high quality health care.

Desirable Requirements:—Holds or working towards relevant post graduate tertiary qualifications.

Holds or progressing accreditation through Occupational Therapy Australia.

Essential Requirements:—Registered with the Occupational Therapy Board of Australia.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Linda Johnstone, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 5544, email linda.johnstone@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

North West Regional Hospital

### Hospital Aide (501938).

Applications Close:—Friday, 27 September 2013.

Salary:—\$42,625 – \$43,601 pro rata, per annum.

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

Fixed-term casual shift worker, working as and when required.

Location:—North West Regional Hospital.

The Tasmanian Health Organisation, North West (THO-North West) is seeking to recruit a causal Hospital Aides to provide cleaning and resource maintenance services to the North West Regional Hospital on an as and when required basis

The primary responsibilities of this role are to maintain clean hygienic surroundings to facilitate the control of infection, basic ward equipment and adequate stores. Additionally you will assist patients with aspects of daily living under the supervision of a Registered Nurse.

The ideal candidate will have demonstrated knowledge of the cleaning standards required to prevent infection. You will use your ability to monitor equipment, stock and stores and order when appropriate to ensure adequate supplies are maintained on the ward. Previous experience of working with patients is desirable

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.

For more information please contact Danny Saunders on (03) 6430 6503 or email danny.saunders@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 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, crimes involving dishonesty and Serious traffic offences. 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

North West Regional Hospital

### Physiotherapist (502050).

Applications Close:—Friday, 4 October 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 worker, working 76 hours per fortnight.

Location:—North West Regional Hospital.

Who are we?

The Tasmanian Health Organisation, North West (THO-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.

This position is applicable to the THO, North West but is based at the North West Regional Hospital in Burnie, on the North West Coast of Tasmania.

Who are we looking for?

You will be responsible, with support and supervision, for the assessment, planning and implementation of treatment programmes for clients in order to develop your clinical skills. You will also use your excellent communication and interpersonal skills to assist with health promotion and education programmes for clients and their carers.

Additionally you will use these skills to liaise and build collaborative relationships with other health care professionals and service providers, both internal and external to the organisation.

It will be also a requirement to assist Senior Physiotherapists in providing support and clinical guidance for students.

Do you have?

Current AHPRA registration.

Well-developed communication skills.

Enthusiasm and a team focus.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Great team environment.

Friendly, experienced and supportive clinical staff.

If this sounds like your next career opportunity, please call Noel McRoberts today on (03) 6430 6608 or email noel.mcroberts@dhhs.tas.gov.au for a confidential discussion about this position and your application.

NB. In order to be considered for this position it is a requirement that you address the selection criteria as outlined in the Statement of Duties.

Desirable Requirements:— Current Driver's Licence.

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, crimes involving dishonesty and Serious traffic offences. 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

North West Regional Hospital

### Physiotherapist (502052).

Applications Close:—Friday, 4 October 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.

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

Location:—North West Regional Hospital.

Who are we?

The Tasmanian Health Organisation, North West (THO-

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.

This position is applicable to the THO, North West but is based at the North West Regional Hospital in Burnie, on the North West Coast of Tasmania.

Who are we looking for?

You will be responsible, with support and supervision, for the assessment, planning and implementation of treatment programmes for clients in order to develop your clinical skills. You will also use your excellent communication and interpersonal skills to assist with health promotion and education programmes for clients and their carers.

Additionally you will use these skills to liaise and build collaborative relationships with other health care professionals and service providers, both internal and external to the organisation.

It will be also a requirement to assist Senior Physiotherapists in providing support and clinical guidance for students.

Do you have?

Current AHPRA registration.

Well-developed communication skills.

Enthusiasm and a team focus.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Great team environment.

Friendly, experienced and supportive clinical staff.

If this sounds like your next career opportunity, please call Noel McRoberts today on (03) 6430 6608 or email noel.mcroberts@dhhs.tas.gov.au for a confidential discussion about this position and your application.

NB. In order to be considered for this position it is a requirement that you address the selection criteria as outlined in the Statement of Duties.

Desirable Requirements:— Current Driver's Licence.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Noel McRoberts, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6430 6608, email noel.mcroberts@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

North West Regional Hospital

### Physiotherapist (Paediatric Internship Position) (503080).

Applications Close:—Friday, 4 October 2013.

Salary:—\$76,505 - \$87,754 p.a.

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

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

Location:—North West Regional Hospital.

Who are we?

The Tasmanian Health Organisation, North West (THO-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.

This position is applicable to the THO-North West but is based at the North West Regional Hospital in Burnie, on the North West Coast of Tasmania.

Who are we looking for?

This position is designed for a new or recent graduate to gain knowledge, skills and experience in the area of Paediatric Physiotherapy.

You will be responsible, with support and supervision, for the assessment, planning and implementation of treatment programmes for clients in order to develop your clinical skills. You will also use your excellent communication and interpersonal skills to assist with health promotion and education programmes for clients and their carers.

Additionally you will use these skills to liaise and build collaborative relationships with other health care professionals and service providers, both internal and external to the organisation

It may be also a requirement to assist Senior Physiotherapists in providing support and clinical guidance for students.

Do you have?

Current AHPRA registration.

Well-developed communication skills.

Enthusiasm and a team focus.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Great team environment.

Friendly, experienced and supportive clinical staff.

If this sounds like your next career opportunity, please call Noel McRoberts today on (03) 6430 6608 or email noel.mcroberts@dhhs.tas.gov.au for a confidential discussion about this position and your application.

NB. In order to be considered for this position it is a requirement that you address the selection criteria as outlined in the Statement of Duties.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Noel McRoberts, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6430 6608, email noel.mcroberts@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

Primary Health North West

### Senior Paediatric Physiotherapist (503083).

Applications Close:—Friday, 4 October 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 worker, working 38 hours per fortnight.

Location:—Devonport Community Health Centre.

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 a Senior Physiotherapist focussing on Paediatrics, who is passionate, motivated and enjoys working collaboratively with a team of health professionals in what can be a demanding and fast paced environment. The main duties of this role include the provision and maintenance of optimal physiotherapy care to paediatric clients in the North West. These duties include providing a consultancy and advisory service in addition to 'hands on' physiotherapy.

Support for this position is provided by a team of Senior Paediatric Physiotherapists, many of whom have significant experience and expertise in this field. This position works within a Paediatric Physiotherapy team as well as being a part of a multidisciplinary team model.

Do you have?

Current AHPRA registration.

At least 3 years post-graduate physiotherapy experience.

Excellent communication and interpersonal skills.

Enthusiasm and a team focus.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

To discuss your application and learn more about this exciting opportunity, please contact Noel McRoberts on (03) 6430 6608 or email noel.mcroberts@dhhs.tas.gov.au.

NB. In order to be considered for this position it is a requirement that you address the selection criteria as outlined in the Statement of Duties.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Noel McRoberts, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6430 6608, email noel.mcroberts@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

# RHH Redevelopment Program Support Officer (Re-advertised) (519480).

Applications Close:—Friday, 27 September 2013.

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

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

Fixed-term full-time day work, working 76 hours per fortnight commencing as soon as possible for six months.

Location:—Redevelopment, Royal Hobart Hospital, Liverpool Street, Hobart.

The Tasmanian Health Organisation, South is seeking an RHH Redevelopment Program Support Officer work in the RHH Redevelopment Team.

Duties:—In the role of RHH Redevelopment Program Support Officer you will be responsible for providing high-level business, secretarial and administrative support to the Director of Redevelopment. Your duties include assisting in the efficient and effective operation of the RHH Redevelopment Program including the management of financial and administrative information. You will also co-ordinating a wide range of administrative services within the Redevelopment Program.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Carol Hubble, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6212 2604, email carol.hubble@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

Statewide Mental Health Services

### Community Mental Health Nurse -(CAT) (506250).

Applications Close:—Friday, 27 September 2013.

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

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

Fixed-term casual Commencing As soon as possible for 1 year.

Location: - LGH, Launceston.

Please note: access to the Grade 4 salary range is subject to successful application for progression to Grade 4.

Duties:—As a member of a multidisciplinary Crisis Assessment and Treatment (CAT) team with Adult Community Mental Health Services (ACMHS) delivering high quality specialist mental health services, provide crisis assessment and community based treatment that is client and carer focused, evidenced based, outcome orientated and time limited, in accordance with the Mental Health Services Strategic Plan, Mental Health Service principles, CATT Model of Care, National Mental Health Standards, Agency policy, National Partnership Agreement? Taking Pressure off Hospital Emergency Departments, legal requirements and relevant professional competencies.

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

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Helen van der Molen, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 2185, email helen.vandermolen@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, SOUTH

Statewide Mental Health Services

### Registered Nurse, Pharmacotherapy (501458).

Applications Close:—Friday, 4 October 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:—St Johns Park, New Town.

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

Duties: The Pharmacotherapy team require a proactive, self motivated and enthusiastic Registered Nurse who likes a challenge and works well within a multi-disciplinary team. Our team is small, collaborative and open to new ideas. As a member of our team, you will be supported to work autonomously managing a case load of clients, specifically for individuals who may be physically and/or psychologically dependent on legal or illegal substances. You will develop and maintain partnerships with other agencies, health professionals, community members and organisations to ensure effective service provision to individuals with substance abuse issues.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Phyllis Sorour, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 7972, email phyllis.sorour@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, SOUTH

Complex Chronic and Community Services

### Home Help (506707).

Applications Close:—Friday, 27 September 2013.

Salary:—\$42,625 – \$43,601 pro rata, per annum.

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

Permanent part-time day work, working 10 hours per fortnight.

Location:—Huon Municipality.

Duties:—Within a Primary Health Care context and under the guidelines of the Home and Community Care program, Home Help staff will function effectively as a member of a health care team concerned with the care of the individual and family unit within the community.

Desirable 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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Robyn Rylands, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 7073, email robyn.rylands@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 7001. 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

Complex Chronic and Community Services

### Nurse Practitioner - Wound Management (521546).

Applications Close: - Friday, 27 September 2013.

Salary:-\$104,190 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 8, Level 3.

Fixed-Term full-time day work for a period of 12 months.

Location: - Royal Hobart Hospital.

Duties:— Within the Tasmanian Health Orhanisation-South (THO-South) Framework and in accordance with Agency Policy and Procedures, the Nurse Practitioner (NP) is responsible within the defined scope of practice, for the development, provision and evaluation of Wound Management clinical/community nursing care that ensures optimal patient/client/family and community outcomes. The NP draws upon their professional competencies to improve clinical service outcomes through effective research and quality improvement activities and will actively participate state-wide and nationally in research, publication and education in the specialty of Wound Management. The NP is responsible as a leader, advisor and mentor for other senior nurses practicing in the field of Wound Management.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia and endorsed to practice as a nurse practitioner.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Bruce Edwards, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8200, email bruce.edwards@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, GPO Box 1061, Hobart, Tasmania 7001 . 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

Complex Chronic and Community Services

### Senior Occupational Therapist, Palliative Care (521323).

Applications Close:—Friday, 4 October 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

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

Location:—Repatriation Centre, Hobart.

Who are we looking for?

Do you have extensive general or specialist palliative care occupational therapy experience and enjoy working within a multidisciplinary team environment? The Community Palliative Care team based in Hobart requires a team member who enjoys working in urban and rural areas, is adaptable and flexible and committed to client centred care within a primary healthcare framework with a palliative care focus. This current vacancy provides services to palliative care clients in their homes, consultation in relation to palliative care patients within acute and the specialist palliative care unit, as well as delivering outpatient services for clients and their carers in Southern Tasmania. This is a new position, so the successful applicant will be required to work with other providers to set up this position within a long standing multi-disciplinary team.

What can we offer?

- · Flexible work/life balance.
- · Attractive Salary Packaging.
- · Great team environment.
- · Commitment to professional development.

Essential Requirements:—Registered with the Occupational Therapy Board of Australia.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Ann Allanby, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 6763, email ann.allanby@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 7001. 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

Complex Chronic and Community Services

### Senior Physiotherapist, Community Palliative Care (521584).

Applications Close:—Friday, 4 October 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.

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

Location:—Repatriation Centre, Hobart.

Who are we looking for?

Do you have extensive general or specialist palliative care physiotherapy experience and enjoy working within a multidisciplinary team environment? The Community Palliative Care team based in Hobart requires a team member who enjoys working in urban and rural areas, is adaptable and flexible and committed to client centred care within a primary healthcare framework with a palliative care focus. This current vacancy provides services to palliative care clients in their homes, consultation in relation to palliative care patients within acute and the specialist palliative care unit, as well as delivering outpatient services for clients and their carers in Southern Tasmania. This is a new position, so the successful applicant will be required to work with other providers to set up this position within a long standing multi-disciplinary team.

What can we offer?

- · Flexible work/life balance.
- · Attractive Salary Packaging.
- · Great team environment.
- · Commitment to professional development.

Desirable Requirements:—Current Driver' Licence.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Ann Allanby, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 6763, email ann.allanby@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 7001. 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

Medicine Services

### Registered Nurse, Multiple Vacancies (517824).

Applications Close:—Friday, 27 September 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, shift worker (fully rotational).

Location:—Department of Critical Care Medicine, Royal Hobart 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.

The Tasmanian Health Organisation, South is seeking to employ experienced Registered Nurses on a permanent basis (part-time hours will be considered).

Duties:—The Department of Critical Care Medicine is seeking Registered Nurses with recent or current experience in critical care to join our committed and dynamic team. You will be required to be actively involved in maintaining and continually improving the quality of patient/client care.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Felicity Geeves, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8856, email felicity.geeves@dhhs.tas.gov.au.

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

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

Oral Health Services (Statewide)

Oral Health South

### Area Manager, South (513125).

Applications Close:—Friday, 27 September 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 as soon as possible until 15 September 2014.

Location:—Oral Health Services South.

Duties:—The role of the Area Manager, South is to manage effectively and efficiently the operations of Oral Health Services Tasmania (OHST) in accordance with Agency standards and policy. Provide leadership to the senior staff in the area, incorporating Dental Officers, Dental Therapists, Dental Assistants, Client Service Officers, Health Promotion Co-ordinators, Prosthetists, Technicians, Service Technicians and administrative staff. Your duties will include the co-ordinating the implementation of agreed strategic priorities for the local area and the delivery of quality customer services. Establish collaborative relationships with internal and external stakeholders to ensure the provision of effective, high quality services to people requiring oral health care.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Emma Bridge, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6214 5424, email emma.bridge@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 7001. 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

Surgical Services

### Registered Nurse (Two Vacancies) (509545).

Applications Close:—Friday, 27 September 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 shift worker (not working weekends or public holidays) with hours to be negotiated.

Location:—Day Procedure Unit, Royal Hobart 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.

The Tasmanian Health Organisation, South is seeking to employ two experienced Registered Nurses on a permanent part-time basis to work in the Day Procedure Unit.

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. In collaboration with members of the healthcare team they plan, implement and evaluate patient/client care.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Michelle Kent, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7880, email michelle.kent@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 7001.

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

Surgical Services

### Theatre Support Officer (2 Vacancies).

Applications Close:—Friday, 27 September 2013.

Salary:—\$48,183 - \$51,330 p.a.

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

Vacancy No. 508075.

Permanent full-time shift work (fully rotational).

Location:—Royal Hobart Hospital.

Vacancy No. 508075.

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Please Note, When applying please indicate your preference of work pattern, i.e shift work or day work.

Duties:—The Theatre Support Officer will work as part of the Perioperative team to provide an efficient and effective support service to the Main Operating Theatre Suite, the Perioperative Unit and the Day Procedure Unit, incorporating Day Surgery and Endoscopy.

Your duties will include:—Prepare the operating room/ procedure room for each procedure, ensuring the relevant furniture, equipment and appliances are at hand and have been checked in accordance with established guidelines and manufacturer's specifications for cleanliness and serviceability.

Responsible for providing technical assistance and support to nursing and medical staff with the correct and safe use of mechanical, surgical and electronic visual equipment.

Provide assistance to Medical, Nursing and Para-medical staff in the dignified and safe lifting and positioning of patients within the operating theatres and recovery rooms, utilising specialist lifting and positioning equipment and attachments.

Desirable Requirements:—Holds or is working towards a Certificate 3 or 4 Theatre Technician Practice qualifications through a nationally accredited training provider.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Chris Taylor, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8509, email chris.taylor@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, SOUTH

Women and Children Services

# NPICU Post Graduate Nursing Program 2014 (Royal Hobart Hospital).

Applications Close:—Friday, 27 September 2013.

Salary:—\$56,163 - \$76,859 p.a.

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

Fixed-term part-time hours fully rotational commencing 15 February 2014 for a period of 12 months.

Location:—NPICU, Women's, Adolescent and Children's Services, Royal Hobart 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.

Multiple positions available for registered nurses wishing to undertake Post Graduate studies in Neonatal nursing.

Duties:—Current knowledge of, and the ability to apply nursing principles, procedures and practices in the delivery of patient/client care in a designated practice area and in line with legal requirements and the Australian Nursing and Midwifery Council (ANMC) National Competency Standards for the Registered Nurse.

The successful applicants must have sound interpersonal and communication skills, including written skills and the ability to function effectively in a multidisciplinary team environment and knowledge of continuous quality improvement (safety and quality) and the application of evidence based practice in the practice setting and commitment to participate in ongoing professional development.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia a a Registed Nurse. Acceptance as a student in the relevant diploma or certificate program.

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, crimes involving dishonesty and Serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Nurse Unit Manager, NPICU, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 62228769, email numnpicu@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Stafflink Recruitment Services, Department of Health and Human Services, G.P.O. Box 1061, Hobart, Tasmania 7001. Please do not send hard copy applications to the contact person.

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### INFRASTRUCTURE, ENERGY AND RESOURCES

FOREST PRACTICES AUTHORITY

### Forest Practices Advisor (371256).

Applications Close:—Friday, 27 September 2013.

Salary:—\$75,893 - \$87,771 p.a.

Tasmanian State Service Award, Professional Stream, Band 2.

Permanent part-time 0.8 FTE.

Location:-South or North.

Duties:—Contribute to the development of policies and strategies for furthering the objectives of the forest practices system.

Support and implement training programs in nominated areas of forest practices to assist the FPA to meet strategic objectives.

Independently and as part of a team undertake fieldwork, assessments, investigations and research as part of the Compliance program and in support of FPA staff.

Provide professional advice on forest practices to forest practices officers, and other relevant parties.

Other duties as directed by the Chief Forest Practices Officer.

Essential Requirements:—Bachelor of Science or similar qualification in environmental science/natural resource management.

Desirable Requirements:—Current accreditation as a Forest Practices Officer or potential for appointment as a Forest Practices Officer. A current drivers licence.

Enquiries to Michael Schofield, Senior Manager Compliance, Department of Infrastructure, Energy and Resources, 30 Patrick Street, Hobart TAS 7000, phone (03) 6233 5453, email Mick.Schofield@dier.tas.gov.au.

Applications to HR Operations, Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936, Hobart TAS 7001, phone (03) 6233 2077, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

### INFRASTRUCTURE, ENERGY AND RESOURCES

TRANSPORT INFRASTRUCTURE SERVICES

### Road Network Supervisor (371730).

Applications Close:—Friday, 27 September 2013.

Salary:—\$60,530 - \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time to 30 June 2014.

Location:—Launceston.

Duties:—Responding to and resolving customer issues (DIER website, email and phone call enquiries) in a timely manner – including email responses and noting on TRIM file; Provision of timely Permit advice to service providers and customers and auditing of completed works to ensure compliance with Permit conditions; Auditing Maintenance Contractor activities to ensure that services are delivered to contract requirements and Emergency Response On Call duties – respond to, and co-ordinate emergency response.

Essential Requirements:—Current Drivers Licence.

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

Enquiries to Steve Puli, Manager Maintenance Services, Department of Infrastructure, Energy and Resources, 10 Murray Street, Hobart TAS 7000, phone (03) 6233 5412, email Steve.Puli@dier.tas.gov.au.

Applications to HR Operations, Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936, Hobart TAS 7001, phone (03) 6233 2077, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

### INFRASTRUCTURE, ENERGY AND RESOURCES

TRANSPORT INFRASTRUCTURE SERVICES

### Senior Contracts Officer (372551).

Applications Close:—Friday, 27 September 2013.

Salary:—\$79,087 - \$90,853 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time

Location:—Hobart.

Duties:—Provide high level advice to Agency staff on a range of Tasmanian State Service (TSS) procurement and contracting activities ensuring compliance with procurement guidelines and legislative requirements.

Draft and provide advice on contracts, including grants, consultancies, goods and services, minor and major works constructions and contract variations.

Work collaboratively with, and provide high level client service and support to internal and external key stakeholders.

Undertake high level research and provide expert advice and support to the Agency regarding tender procedures (including recommendations relating to potential business improvement initiatives).

Manage and report on all contracts awarded by the Agency, as well as exemptions issued under the Treasurer's Instructions to the Department of Treasury and Finance.

Assist the Department to maintain best practice corporate government requirements and undertake quality assurance, including identification of opportunities for innovation, improvement and implementation in consultation with the Manager, Contract Services and Chief Finance Officer.

Provides leadership, instruction, guidance and mentoring support to a small team.

Desirable Requirements:—Satisfactory completion of a university degree in Law, Engineering, Commerce or similar; or other academic qualifications that are recognised as being equivalent

Enquiries to Genevieve Rider, Manager Contract Services, Department of Infrastructure, Energy and Resources, 10 Murray Street, Hobart TAS 7000, phone (03) 6233 3002, email Genevieve.Rider@dier.tas.gov.au.

Applications to HR Operations, Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936, Hobart TAS 7001, phone (03) 6233 2077, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

### JUSTICE

CORPORATE SERVICES

Human Resources Branch

### Senior Human Resources Officer (356069).

Applications Close:—Friday, 27 September 2013.

Salary:—\$60,530 - \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time 73.50 hours per fortnight.

Location:—Hobart.

Duties:—Undertake the accurate and timely completion of complex payroll and pay and conditions tasks in accordance with agreed procedures and performance standards. Run the fortnightly leave accruals, opening payrolls, running gathers and calculations and interfaces associated with the payroll and assisting in changing cost centre codes as requested, including co-ordinating all data and reconciliation and associated reports.

Desirable Requirements:—Extensive knowledge of and experience in human resources processes, especially in the fields of pay and conditions management or a demonstrated capacity to develop such extensive knowledge within a reasonable time frame.

Enquiries to Amanda Fox, Co-ordinator Pay and Conditions, Human Resources, Department of Justice, phone (03) 6233 6637, email amanda.fox@justice.tas.gov.au.

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

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Amanda Fox on (03) 6233 6637.

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

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

### JUSTICE

GUARDIANSHIP AND ADMINISTRATION BOARD

### Investigator (355641).

Applications Close:—Friday, 27 September 2013. Salary:—\$60,530 – \$70,007 pro rata, per annum. Tasmanian State Service Award, General Stream, Band 4. Permanent part-time 44.10 hours per fortnight.

Location:—Hobart.

Duties:—To investigate and prepare reports in matters including emergency applications relating to applications made to the Guardianship and Administration Board (the board). Appear before the Board at hearings and follow up matters arising out of hearings as directed by the Board.

Essential Requirements:—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; Sexrelated offences; Drug and alcohol related offences; Crimes involving dishonesty; Crimes involing deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order or relating to the Administration of Law and Justice; Crimes against Executive or the Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Desirable Requirements:—A Sound knowledge of the Guardianship and Administration Act 1995 and related legislation, or the ability to quickly acquire such knowledge.

Enquiries to Jane Bliss, Acting Registrar, Guardianship and Administration Board, Department of Justice, phone (03) 6233 0855, email jane.bliss@justice.tas.gov.au.

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

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Jane Bliss on (03) 6233 3085.

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

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

### JUSTICE

OFFICE OF THE PUBLIC GUARDIAN

### Guardian (354844a).

Applications Close:—Friday, 27 September 2013.

Salary:—\$41.22 - \$47.35 per hour.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term casual Commencing November 2013 for a period of 24 months.

Location:—Negotiable (home based).

Duties:—Assist the Public Guardian by acting as Guardian, Alternative Guardian or Administrator for persons with disabilities and advocate on their behalf when the Public Guardian is appointed by the Guardianship and Administration Board. Make applications to the Board as appropriate, primarily for the appointment of a guardian or an administrator or for the review of a guardianship or administration order.

Essential Requirements:—A current Tasmanian Drivers Licence

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

Enquiries to Lisa Warner, Public Guardian, Department of Justice, phone (03) 6233 7608, email lisa.warner@justice.tas.gov.au.

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

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Lisa Warner on (03) 6233 7608.

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.

### PREMIER AND CABINET

### **TMD**

### Commercial Management

### Business Information Analyst (001995).

Applications Close:—Friday, 27 September 2013.

Salary:—\$79,087 - \$90,853 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:-Hobart.

Duties:—Prepare and manage regular and detailed analysis of service performance and pricing data to support and enhance TMD's customer and supplier management reporting processes and ensure TMD supplier compliance to contracted obligations.

Research, analyse and assess initiatives and issues from a business or technical viewpoint and provide performance reports, advice or recommendations to senior Branch management.

Prepare and manage detailed analysis of complex data to inform assessment of whole-of-Government telecommunications pricing offers.

Design, undertake and manage procurement and contracting processes for Contract Relationship Management (CRM) and other TMD branches, including:—undertake key components of major whole-of-government ICT procurements; undertake and manage requests for tender and similar processes for medium and high-value TMD procurements; complete and manage signing of contracts and official orders; work with business and technical experts from across TMD or from customer entities to establish and document business and technical requirements; prepare and finalise key documentation, including RFT documents, evaluation reports, executive briefings and Minutes; ensure that all such activities comply fully with Treasury Instructions and agency procurement policy.

Undertake high level research and provide expert advice and support regarding procurement and contracting, including recommendations leading to business improvement and efficiencies.

Liaise and consult with TMD stakeholders, including Agencies and other TMD customers, other jurisdictions, suppliers and community organisations, providing high-level client service and support to these and internal stakeholders.

Co-ordinate and participate in regular customer and supplier governance and review forums, workshops and related events, including provide high-level executive support and management to supplier governance meetings and negotiations.

Create, support and maintain activity management, project and contract registers and other quality assurance and ad-hoc auditing processes, including identification of opportunities for innovation or improvement, and their implementation in consultation with the Commercial Strategy Manager.

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

Enquiries to Katie Ault, Commercial Strategy Manager, TMD, Department of Premier and Cabinet, phone (03) 6166 3022, email Katie.Ault@dpac.tas.gov.au.

Applications to Sarah Warner, HR Consultant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart TAS 7001, phone (03) 6270 5599, email job.application@dpac.tas.gov.au.

### PREMIER AND CABINET

### **TMD**

### Program Management

### Project Officer (001850).

Applications Close:—Friday, 27 September 2013.

Salary:—\$72,571 – \$75,893 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 5.

Fixed-term full-time, 6 months.

Location:—Hobart.

Duties:—Support senior project management staff to deliver project management and contract management services for the development and implementation of whole of government services

Under the guidance of senior staff, undertake research and analysis to support implementation of new initiatives and the preparation of business cases and plans.

Participate in stakeholder and change management planning and activities including communicating project progress, and assisting in roll-out and evaluation of new services.

Assist in the tracking and reporting of projects expenditure against budget.

Assist in the management of project documentation including ensuring project Gantt charts are up to date, issue, problem, change management and risk registers are current and data for project progress reports is compiled accurately and delivered on time.

Assist in the development of operational and administrative procedures to support the implementation of new services.

Participate in project reviews to assess documentation, deliverables, and project performance.

Desirable Requirements:—Tertiary qualifications in a relevant discipline or project management experience to a similar level would be an advantage.

Enquiries to Tania Heideman, Senior Project Manager, TMD, Department of Premier and Cabinet, phone (03) 6270 5493, email Tania. Heideman@dpac.tas.gov.au.

Applications to Sarah Warner, HR Consultant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart TAS 7001, phone (03) 6270 5599, email job.application@dpac.tas.gov.au.

# PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

### ABORIGINAL HERITAGE TASMANIA

### Director (Aboriginal Heritage Tasmania) (707077).

Applications Close:—Friday, 27 September 2013.

Salary:—\$121,319 - \$139,517 p.a.

Tasmanian State Service Award, General Stream, Band 9.

Permanent full-time.

Location:—Hobart.

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

Duties:—Manage the resources of Aboriginal Heritage Tasmania and lead the development of high level policy designed to drive contemporary practice, innovation, outputs and reform in the management of Aboriginal heritage under the Resource Management and Planning System (RMPS). Provide specialist advice, information and recommendations to the Deputy Secretary (Agriculture, Corporate and Heritage), the

Director (Parks and Wildlife), the Aboriginal Heritage Council and the Minister for Environment, Parks and Heritage, ensuring that the statutory and non-statutory decisions and initiatives of the Division are sound, meet the objectives of the Department of Primary Industries, Parks, Water and Environment (DPIPIWE) and align with Government priorities. Provide strategic leadership and manage designated key Aboriginal heritage, cross-Division and cross-Agency projects.

Essential Requirements:—Relevant qualifications and extensive high level knowledge and expertise in Aboriginal Heritage Management.

Desirable Requirements:—Relevant tertiary qualifications or demonstration of an equivalent level of skills.

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 Michele Moseley, Deputy Secretary, phone (03) 6233 3010, email Michele.Moseley@dpipwe.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44 Hobart Tas 7001, phone (03) 6233 6390, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

# PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

CORPORATE SERVICES

Finance

### Manager (Budget Services) (702754).

Applications Close:—Friday, 27 September 2013.

Salary:—\$93,957 - \$100,355 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Fixed-term full-time from As soon as possible to 15 August 2014, or until the return of the substantive occupant, whichever is the sooner.

Location:—Hobart.

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

Duties:—Lead the Budget Services Section team in maintaining and developing policies, procedures and systems to support effective budget development and management across the Department; Providing specialist advice, analysis and support to senior managers and staff on aspects relating to the management of the Department's budget; and maintaining effective relationships with Divisions and external stakeholders.

Desirable Requirements:—Tertiary qualifications in a relevant discipline with membership of the Australian Society of CPAs or the Institute of Chartered Accountants or other professional accounting body. A working knowledge of the public sector finance system would be well regarded.

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 Malcolm Henry, phone (03) 6233 5697, email malcolm.henry@dpipwe.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas 7001, phone (03) 6233 6390, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

# PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

### **EPA DIVISION**

Analytical Services Tasmania

### Section Head, Organic Chemistry (700570).

Applications Close:—Friday, 27 September 2013.

Salary:—\$93,957 – \$100,355 p.a.

Tasmanian State Service Award, Professional Stream, Band 3.

Permanent full-time.

Location:-New Town.

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

Duties:—Manage the Organic Chemistry Section of Analytical Services Tasmania (AST). Provide an analytical and advisory service in organic chemistry to internal and external clients.

Essential Requirements:—A Degree in Science, relevant to the professional duties to be undertaken, as provided by a university.

Desirable Requirements:—Previously been a signatory in a NATA Accredited Facility. Management of a small team of laboratory staff.

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 Damien Norman, phone (03) 6230 7000, email Damien.Norman@environment.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 6390, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

# PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

WATER AND MARINE RESOURCES

Water Operations

### Manager (Water Operations) (706648).

Applications Close:—Friday, 27 September 2013.

Salary:—\$102,976 – \$110,919 p.a.

Tasmanian State Service Award, General Stream, Band 8.

Permanent full-time.

Location:—Launceston.

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

Relocation expenses may be considered for an employee appointed to this position, however this is subject to approval.

Duties:—To lead the Water Operations Branch effectively and efficiently and to lead the Compliance and Enforcement Project to deliver the milestones in the Project Plan.

Desirable Requirements:—Tertiary qualifications in natural resource management or a related discipline or an equivalent level or skills together with experience at a senior management level. A current motor vehicle driver's licence.

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

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

Enquiries to Jodie Murray, phone (03) 6233 6753, email jodie.murray@dpipwe.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 6390, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

# PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

WATER AND MARINE RESOURCES

Licensing and Fisheries Monitoring

### Fisheries Licensing and Monitoring Officer (000393).

Applications Close:—Friday, 27 September 2013.

Salary:—\$53,926 - \$58,697 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:-Hobart

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

Duties:—Provide a timely and quality fisheries licensing and monitoring service for the purpose of administering the Living Marine Resources Management Act 1995 and the Fishing (Licence Ownership and Interest) Registration Act 2001.

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 Debbie Edwards, phone (03) 6233 6514, email deborah.edwards@dpipwe.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas 7001, phone (03) 6233 6390, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

### TASTAFE

### Senior Project Consultant, Website (968390).

Applications Close:—Friday, 27 September 2013.

Salary:—\$79,087 - \$90,853 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time 73.5 hrs per f/n for a period of 12 months.

Location:—To be negotiated.

Description of the Role:—Work collaboratively with the Department of Education Information Technology Services area to further develop and implement the new internet and intranet sites. The role includes all aspects of project management including consultation with stakeholders and staff, leading and supporting a project working group and developing implementation and evaluation processes.

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:—A relevant tertiary qualification.

Experience in a vocational and education training environment.

Enquiries to Leanne McLean, Manager Organisational Support, TasTAFE, phone (03) 6233 2038, email leane.mclean@tastafe.tas.edu.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 4630, 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.

### WHOLE OF GOVERNMENT PROGRAMS

# Aboriginal and Torres Strait Islander Fixed Term Employment Register (DPAC).

Applications Close:—Friday, 28 August 2015.

Salary:-See Below.

Register.

Location:—Statewide.

The Office of Aboriginal Affairs invites applications from Aboriginal and Torres Strait Islander people interested in being included on the Aboriginal and Torres Strait Islander Fixed Term Employment Register 2013 – 2015 (The Register). The Register will remain open for recruitment up to and including 28 August 2015.

The Register is used to fill full-time, part-time or casual employment in fixed term positions for periods up to 12 months. The Register is also used for filling Aboriginal Identified positions (see below) as well as vacancies targeted to be filled under specific Aboriginal recruitment strategies.

Potential applicants should note that in accordance with the Policy on Eligibility for Aboriginal and Torres Strait Islander Specific Programs and Services Delivered by the Tasmanian Government, individuals will need to confirm their eligibility for inclusion on the Register.

Aboriginal Identified Position:—Aboriginal Identified positions are those positions that have been approved by the Director, State Service Management Office, in accordance with Employment Direction No. 10. They are positions in which the Aboriginal Community is the major client group; therefore Aboriginality is an essential requirement. The positions involve working with Aboriginal clients; providing a service to Aboriginal clients; and/or developing policy or programs that have an impact on the Aboriginal community.

Salary Rates:—Applicants who are successful in undertaking fixed term work in the State Service will be paid in accordance with the relevant award and will be entitled to conditions of employment as prescribed under the State Services Act 2000 and the State Service Regulations 2001.

Enquiries:—The Register information sheet, application form and the Eligibility personal information package can be downloaded from this webpage or from www.dpac.tas.gov.au/divisions/oaa/. Alternatively, please contact Rebecca Cowen on telephone (03) 6232 7082 or email Rebecca.Cowen@dpac.tas.gov.au.

Applications to Rebecca Cowen, Executive Officer, Office of Aboriginal Affairs, Whole of Government Programs, G.P.O. Box 1156, Hobart, TAS 7001, phone (03) 6232 7082, email Eligibility.Oaa@dpac.tas.gov.au.

## **Staff Movements**

### Permanent Appointments

Agency	Duties Assigned Employee		Probation Period	Date of Effect
Education	School Administration Clerk C. Arnold		6 months	19.08.13
Health & Human Services & Tasmanian Health Organisations	Senior Evaluation and Planning Officer NPAPH	B. Doherty	3 months	23.09.13
Health & Human Services & Tasmanian Health Organisations	Team Leader - Strategic Staffing and Recruitment	B. Stevanovich	3 months	16.09.13
Health & Human Services & Tasmanian Health Organisations	Executive Assistant	P. Ambrogio	6 months	16.09.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	M. Canning	6 months	28.09.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	R. Jones	6 months	09.09.13
Health & Human Services & Tasmanian Health Organisations	Screening Suport Officer	K. Ryan	6 months	11.09.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	S. Slore	6 months	09.09.13
Health & Human Services & Tasmanian Health Organisations	Screening Suport Officer	N. Crestani	6 months	11.09.13
Health & Human Services & Tasmanian Health Organisations	Medical Typist	H. Souter	Nil	31.08.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	D. Button	6 months	09.09.13
Health & Human Services & Tasmanian Health Organisations	Screening Support Officer	N. Cane	6 months	11.09.13
Health & Human Services & Tasmanian Health Organisations	Data Administrator	C. Barach	6 months	10.10.13
Justice	CSO Supervisor	S. Fearn	6 months	09.09.13
Police & Emergency Management	Hospitality Services Assistant	M. Allcroft	6 months	09.09.13
Primary Industries, Parks, Water & Environment	Hatchery Technical Officer	P. Middleton	6 months	16.09.13
Primary Industries, Parks, Water & Environment	Chief Veterinary Officer	R. Andrewartha	Nil	16.09.13

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

Agency	Duties Assigned	Employee	Term	Date of Effect
Primary Industries, Parks, Water & Environment	Trackworker	B. Lawrence	19/10/12 - 10/9/14	11.09.13
Primary Industries, Parks, Water & Environment	Trackworker	R. Grimes	20/9/12 - 10/9/14	11.09.13
Treasury & Finance	Senior Analyst, Requirements and Testing	S. Wrightson	15 months	20.09.13

### $Promotion\ of\ Permanent\ Employees$

Agency	Employee	Duties Assigned	Date of Effect
Education	W. Irvine	Advanced Skills Teacher	29.08.13
Education	S. Symes	Principal	16.09.13
Education	R. Wilkinson	Principal	02.09.13
Education	X. Newbold	School Administration Officer	29.08.13
Health & Human Services & Tasmanian Health Organisations	M. Lucas	Projects and Communications Officer	16.09.13
Health & Human Services & Tasmanian Health Organisations	B. Hagan	Senior Clinical Costing Officer	16.09.13
Infrastructure, Energy & Resources	D. Ayres	Contracts Officer	06.09.13

### Resignation of Permanent Employees

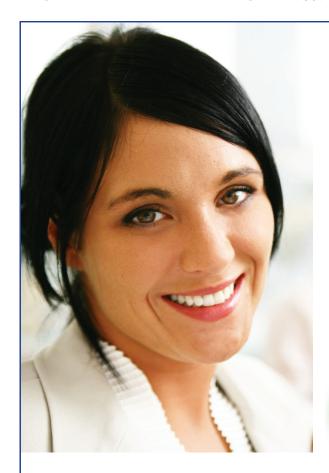
Agency	Duties Assigned	Employee	Date of Effect
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	A. Smith	01.09.13
Health & Human Services & Tasmanian Health Organisations	Physiotherapist - Community	E. Finch	06.09.13
Health & Human Services & Tasmanian Health Organisations	RegisteredNurse	A. Marriott	21.06.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	J. Mayne	01.09.13
Justice	Correctional Officer	B. Tabor	24.09.13
Justice	Correctional Officer	A. Ransley	18.09.13

### Retirement of Permanent Employees

Agency	Duties Assigned	Employee	Date of Effect
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	A. Mellefont	31.08.13

### Transfer of Permanent Employees

Agency	Employee	New Agency	Duties Assigned	Date of Effect
Health & Human Services & Tasmanian Health Organisations	M. Archer	Police & Emergency Management	Clerical Officer NW Region	12.08.13





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