



TASMANIAN STATE SERVICE NOTICES

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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 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 www.jobs.tas.gov.au site or the enquiries person specified in the vacancy concerned. In addition there is information available on the selection process, interviews, post-selection counselling and conditions of employment from the www.jobs.tas.gov.au site or the enquiries person. Application forms are available from the www.jobs.tas.gov.au site and from the Agency that has advertised the vacancy.

Submission of Applications

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

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

Fixed-Term Appointment

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

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

Fixed-Term Employment Registers

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

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 7387 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

EDUCATION

CLAREMONT COLLEGE

Social Worker, Claremont College (970088).

Applications Close:—Friday, 13 November 2015.

Salary:—\$52,492 – \$84,418 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2014, DoE, DPPEM, DoJ, Allied Health Professional, Level 1-2.

Permanent full-time 76 hours per fortnight.

Location:—Claremont College.

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

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

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

Desirable Requirements:—A current driver's licence.

Eligibility for membership of the Australian Association of Social Workers.

Enquiries to Dianne Freeman, Principal, Claremont College, Department of Education, phone (03) 6249 6801, email **dianne.freeman@education.tas.gov.au**.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

Applications to **recruitment@education.tas.gov.au** or Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285.

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

DEPARTMENT SERVICES

Manager Strategic Media Marketing Communications, Marketing and Communications (965728).

Applications Close:—Friday, 13 November 2015.

Salary:—\$132,532 – \$145,879 p.a.

Tasmanian State Service Award, General Stream, Band 9.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart.

Description of Role:—Lead and manage the provision of a responsive and innovative organisation-wide communications and marketing service, including the development of short and long-term strategic approaches in relation to emerging social and online media, and state and national educational issues.

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

Extensive experience at a senior level involving media, communication and marketing processes together with relevant tertiary qualifications.

Desirable Requirements:—Membership of relevant professional organisations.

Enquiries to Rob Williams, Department of Education, phone (03) 6165 5685, email **rob.williams@education.tas.gov.au**.

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

Electronic submission of applications is preferred. •Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

Applications to **recruitment@education.tas.gov.au** or Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285.

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EDUCATION

DEPARTMENT SERVICES

*Information and Technology Services****Manager IT Security, Systems, Infrastructure and Project Services (970095).***

Applications Close:—Friday, 13 November 2015.

Salary:—\$109,279 – \$115,977 p.a.

Tasmanian State Service Award, General Stream, Band 8.

Permanent full-time 73.5 hours per fortnight.

Location:—South.

Description of Role:—Provide strategic leadership and direction for Information Technology (IT) security. Manage the creation and maintenance of security policies and procedures, lead security risk assessments, develop security awareness training programs, advise and collaborate on development of business continuity and recovery plans, audit, and governmental compliance practices. Manage the provision of relevant security resources, skills and activities to ensure an effective provision of secure IT services to the Department.

Essential Requirements:—The Head of the State Service has determined that the person nominated for this office 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 role. At least five years experience in the delivery of IT security, infrastructure and advisory services.

A current driver's license.

Enquiries to Trevor Hill, Department of Education, phone (03) 6232 7232, email trevor.hill@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

EARLY YEARS AND SCHOOLS

*Curriculum Services****Literacy Specialist Teacher, Curriculum Services (968812).***

Applications Close:—Friday, 13 November 2015.

Salary:—\$96,766 p.a.

Teaching Service (Tasmanian Public Sector) Award, Advanced Skills Teacher, Band 2.

Fixed-term full-time 70.00 hours per fortnight from 01/02/2016 to 22/06/2018.

Location:—North.

Description of Role:—To work with the Assistant Manager Curriculum and relevant stakeholders to:—

- provide direct targeted literacy support to Years 6 to 9 students who are consistently performing below the national minimum standard.

- provide advice and support teachers of the identified students to improve literacy outcomes; and.

- develop literacy resources to support targeted intervention for the identified students and design professional learning in collaboration with the Professional Learning Institute (PLI).

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 office is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

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

Enquiries to Suzanne Pennicott-Jones, Department of Education, phone (03) 6165 5777, email suzanne.pennicott-jo@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Principal Education Officer, Literacy and Numeracy Support (Northern Region) (970105).

Applications Close:—Friday, 13 November 2015.

Salary:—\$116,351 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal (Non Teaching) Band 3B, Level 4.

Fixed-term full-time 73.5 hours per fortnight, from 1 January 2016 to 31 December 2016.

Location:—Learning Services Northern Region.

Description of Role:—Provide high quality strategic educational leadership and management of the literacy and numeracy coaches and literacy and numeracy specialists in schools, including high quality mentoring and oversight of professional learning in literacy and numeracy coaching and data literacy. Work with literacy and numeracy coaches and literacy and numeracy specialists in schools to build teacher capacity and observe teacher practice and provide feedback.

Essential Requirements:—Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service

(Tasmanian Public Sector) Award, 2005. 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.

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

Enquiries to Trudy Pearce, Department of Education, phone (03) 6478 4330, email trudy.pearce@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail.

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

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Principal Education Officer, Literacy and Numeracy Support (Southern Region) (970106).

Applications Close:—Friday, 13 November 2015.

Salary:—\$116,351 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal (Non Teaching) Band 3B, Level 4.

Fixed-term full-time 73.5 hours per fortnight, from 1 January 2016 to 31 December 2016.

Location:—Learning Services Southern Region.

Description of Role:—Provide high quality strategic educational leadership and management of the literacy and numeracy coaches and literacy and numeracy specialists in schools, including high quality mentoring and oversight of professional learning in literacy and numeracy coaching and data literacy. Work with literacy and numeracy coaches and literacy and numeracy specialists in schools to build teacher capacity and observe teacher practice and provide feedback.

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

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

Enquiries to Judy Travers, Department of Education, phone (03) 6165 6467, email judy.travers@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail.

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

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services (South)

Clarendon Vale Primary School

Education Facility Attendant, Clarendon Vale Primary School (954645).

Applications Close:—Friday, 13 November 2015.

Salary:—\$40,063 – \$45,264 pro rata, per annum.

Education Facility Attendant Salaries and Conditions of Employment Industrial Agreement 2013, Education Facility Attendant, Level 1-3.

Permanent part-time 40 hours per fortnight commencing 25/01/2016.

Location:—Clarendon Vale Primary School.

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

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

Enquiries to Benjamin Richardson, Principal, Department of Education, phone (03) 6247 7055, email benjamin.richardson@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services (South)

Snug Primary School

School Administration Clerk, Snug Primary School (953960).

Applications Close:—Friday, 13 November 2015.

Salary:—\$50,767 – \$54,369 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time up to 58.80 hours per fortnight, 42 weeks per annum.

Location:—Snug Primary School.

As part of the school office team provide a broad range of general administrative support consisting of effective and efficient client services and advice and operation of school based accounting, maintenance and records systems.

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

Enquiries to Bonnie Jeffrey, Department of Education, phone (03) 6267 9230, email bonnie.jeffrey@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

Brooks High School

Literacy and/or Numeracy Coach, Raising the Bar, Brooks High School (964739).

Applications Close:—Friday, 13 November 2015.

Salary:—\$108,298 p.a.

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

Fixed-term full-time 70 hours per fortnight from 01 February 2016 to 23 December 2016.

Location:—Brooks High School.

To support the Principal to manage the Raising the Bar (RTB) whole-school literacy and numeracy approach in accordance with RTB guidelines and procedures. To assist the Principal in developing and implementing a School Improvement Plan which will align with the Department's Literacy and Numeracy

Framework and the Australian Curriculum. To implement and lead whole of school literacy and/or numeracy coaching.

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 office 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 James Price, Principal, Department of Education, phone 0438 272 985, email james.price@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

Campbell Town District High School

Advanced Skills Teacher, Campbell Town District High School (969384).

Applications Close:—Friday, 13 November 2015.

Salary:—\$96,766 pro rata, per annum.

Teaching Service (Tasmanian Public Sector) Award, Advanced Skills Teacher, Band 2.

Permanent part-time 35 hours per fortnight.

Location:—Campbell Town District High School.

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

Essential Requirements:—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 office 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 Stephen Plowright, Principal, Department of Education, phone (03) 6381 1166, email stephen.plowright@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

Hagley Farm Primary School

Lead Teacher Agricultural Education, Hagley Farm Primary School (955070).

Applications Close:—Friday, 13 November 2015.

Salary:—\$96,766 p.a.

Teaching Service (Tasmanian Public Sector) Award, Advanced Skills Teacher Band 2.

Fixed-term full-time 70 hours per fortnight from 1 February 2016 to 22 December 2017.

Location:—Hagley Farm Primary School.

Description of the role:—To assist the Principal in the general educational leadership, management and administration of the Agricultural Education Centre of Excellence (CoE).

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 office 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 Mick Davy, Principal, Department of Education, phone (03) 6392 2272, email mick.davy@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format.

Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

Mowbray Heights Primary School

School Business Manager, Mowbray Heights Primary School (960719).

Applications Close:—Friday, 13 November 2015.

Salary:—\$77,012 – \$79,354 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time 73.50 hours per fortnight.

Location:—Mowbray Heights Primary School.

Description of the role:—Manage the operations of the school office and co-ordinate the school administrative service and assigned resources. Provide authoritative advice and support to the Principal and senior staff on administrative, resource and service management. Develop and implement operational solutions to meet administrative service requirements.

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

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

Enquiries to Sharon Symes, Principal, Department of Education, phone (03) 6326 1892, email sharon.symes@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

Newstead College

Advanced Skills Teacher, Newstead College (965442).

Applications Close:—Friday, 13 November 2015.

Salary:—\$96,766 p.a.

Teaching Service (Tasmanian Public Sector) Award, Advanced Skills Teacher, Band 2.

Permanent full-time 70 hours per fortnight.

Location:—Newstead College.

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

Essential Requirements:—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 office 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 Deaine Coyle, Principal, Department of Education, phone (03) 6332 3232, email deaine.coyle@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

Newstead College

Assistant Principal, Newstead College (966371).

Applications Close:—Friday, 13 November 2015.

Salary:—\$108,298 p.a.

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

Permanent full-time 70 hours per fortnight.

Location:—Newstead 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 office 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 Deaine Coyle, Principal, Department of Education, phone (03) 6332 3232, email deaine.coyle@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

St Helens District High School

Principal, St Helens District High School (203661).

Applications Close:—Friday, 13 November 2015.

Salary:—\$145,144 p.a.

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

Permanent full-time 70 hours per fortnight.

Location:—St Helens District High School.

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

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

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 office is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

Enquiries to Trudy Pearce, General Manager, Department of Education, phone (03) 6478 4330, email trudy.pearce@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

St Marys District School

Advanced Skills Teacher, St Marys District School (2 Vacancies).

Applications Close:—Friday, 13 November 2015.

Salary:—\$96,766 p.a.

Teaching Service (Tasmanian Public Sector) Award, Advanced Skills Teacher Band 2.

Vacancy No. 203706.

Permanent full-time 70 hours per fortnight.

Location:—St Marys District School.

Vacancy No. 964856.

Permanent full-time 70 hours per fortnight.

Location:—St Marys District School.

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

Essential Requirements:—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 office 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 Bruce Campbell, Principal, Department of Education, phone (03) 6372 3900, email bruce.campbell@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

Summerdale Primary School

Advanced Skills Teacher, Summerdale Primary School (963592).

Applications Close:—Friday, 13 November 2015.

Salary:—\$96,766 p.a.

Teaching Service (Tasmanian Public Sector) Award, Advanced Skills Teacher Band 2.

Permanent full-time 70 hours per fortnight.

Location:—Summerdale Primary School.

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

Essential Requirements:—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 office 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 Samantha Woodham, Principal, Department of Education, phone (03) 6344 5333, email samantha.woodham@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent

through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

Behavioural Learning Leader, School Support Northern Region (965749).

Applications Close:—Friday, 13 November 2015.

Salary:—\$96,766 p.a.

Teaching Service (Tasmanian Public Sector) Award, Advanced Skills Teacher, Band 2.

Fixed-term full-time 70 hours per fortnight from 1 February 2016 to 27 October 2017.

Location:—North-West.

Description of the role:—To provide strategic educational leadership that builds the capacity of classroom teachers, school leaders and support staff to incorporate the Respectful Schools Framework and positive behaviour support approaches into their implementation of the Australian Curriculum. Work with a multi-disciplinary Learning Service Support Team.

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 office 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 Jeffrey Triffitt, Department of Education, phone (03) 6478 4332, email jeffrey.triffitt@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

Principal Network Leader, Learning Services Northern Region (964887).

Applications Close:—Friday, 13 November 2015.

Salary:—\$152,732 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal (Out of School) Band 3A, Level 6.

Fixed-term full-time 73.50 hours per fortnight from 01/01/2016 to 31/12/2018.

Location:—Launceston.

Description of Role:—Network Leaders will focus on improving the performance of all schools in the network through building collective capacity of Principals to lead and manage schools, to improve the quality of the educational offering and the performance of all students. Responsible for development and implementation of consistent state-wide educational policy, processes and reform.

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 office 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.

A current driver's licence.

Enquiries to Trudy Pearce, Department of Education, phone (03) 6478 4330, email trudy.pearce@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

Devonport High School

Advanced Skills Teacher, Devonport High School (961541).

Applications Close:—Friday, 13 November 2015.

Salary:—\$96,766 p.a.

Teaching Service (Tasmanian Public Sector) Award, Advanced Skills Teacher, Band 2.

Permanent full-time 70 hours per fortnight.

Location:—Devonport High School.

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

Essential Requirements:—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 office 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 Michael Shaw, Principal, Department of Education, phone (03) 6424 9461, email michael.shaw@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

Ridgley Primary School

School Business Manager, Ridgley Primary School (300593).

Applications Close:—Friday, 13 November 2015.

Salary:—\$64,119 – \$73,199 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term part-time 6.5 hours per fortnight from 01 February 2016 to 22 December 2016.

Location:—Ridgley Primary School.

Description of the role:—Co-ordinate the operations of a school office and support the Principal in the management of school administrative service and resources. Direct and supervise assigned non teaching staff. Provide advice to the Principal and other school staff on administrative and resource matters.

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

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

Enquiries to Nichole Todd, Department of Education, phone (03) 6435 7291, email nichole.todd@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

Romaine Park Primary School

Literacy and/or Numeracy Coach, Raising the Bar, Romaine Park Primary School (964913).

Applications Close:—Friday, 13 November 2015.

Salary:—\$108,298 pro rata, per annum.

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

Fixed-term full-time 70 hours per fortnight from 1 February 2016 to 22 December 2016.

Location:—Romaine Park Primary School.

Description of the role:—To support the Principal to manage the Raising the Bar (RTB) whole-school literacy and numeracy approach in accordance with RTB guidelines and procedures. To assist the Principal in developing and implementing a School Improvement Plan which will align with the Department's Literacy and Numeracy Framework and the Australian Curriculum. To implement and lead whole of school literacy and/or numeracy coaching.

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 office 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 Rosemary Egan, Department of Education, phone (03) 6430 2950, email rosemary.egan@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

Student Support

School Psychologist (Northern Region) (958019).

Applications Close:—Friday, 13 November 2015.

Salary:—\$61,088 – \$90,007 p.a.

Teaching Service (Tasmanian Public Sector) Award, School Psychologist.

Permanent full-time 70 hours per fortnight.

Location:—Student Support (Northern Region).

Description of the role:—Work in schools as a member of a multi-disciplinary team to provide a child and adolescent psychological service which supports students and families. Contribute to capacity building of school communities to improve access, participation and achievement of students.

Essential Requirements:—Registration as a Psychologist within Tasmania in accordance with the provisions of the Psychologists Registration Act 2000 or possesses a degree with a fourth year qualification in Psychology which will enable registration following two years of supervised practice as a School Psychologist.

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

Desirable Requirements:—A current driver's licence.

Eligible for membership of the Australian Psychological Society.

Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award.

Enquiries to Heather Rutherford, Department of Education, phone (03) 6434 2222, email heather.rutherford@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

Applications to recruitment@education.tas.gov.au or Human Resources (Vacancy and Staffing Services), Department

of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285.

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

Ulverstone High School

Advanced Skills Teacher, Ulverstone High School (201331).

Applications Close:—Friday, 13 November 2015.

Salary:—\$96,766 p.a.

Teaching Service (Tasmanian Public Sector) Award, Advanced Skills Teacher, Band 2.

Permanent full-time 70 hours per fortnight.

Location:—Ulverstone High School.

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

Essential Requirements:—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 office 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 Glen Lutwyche, Department of Education, phone (03) 6425 1433, email glen.lutwyche@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail.

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

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

Ulverstone Primary School

Advanced Skills Teacher, Ulverstone Primary School (969400).

Applications Close:—Friday, 13 November 2015.

Salary:—\$96,766 p.a.

Teaching Service (Tasmanian Public Sector) Award, Advanced Skills Teacher, Band 2.

Permanent full-time 70 hours per fortnight.

Location:—Ulverstone Primary School.

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

Essential Requirements:—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 office 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 Grant Armitstead, Department of Education, phone (03) 6425 1726, email grant.armitstead@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LEARNING SERVICES

Learning Services Northern Region

Don College

Teacher (Photography/Digital Media), Don College (966362).

Applications Close:—Friday, 13 November 2015.

Salary:—\$55,827 – \$90,682 pro rata, per annum.

Teaching Service (Tasmanian Public Sector) Award, Teacher.

Permanent part-time 49 hours per fortnight.

Location:—Don 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 office 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 Thompson, Principal, Department of Education, phone (03) 6424 0247, email john.thompson@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

LINC TASMANIA

Community Learning

Burnie LINC

Customer Services Officer, Smithton Library (700023).

Applications Close:—Friday, 13 November 2015.

Salary:—\$57,249 – \$61,373 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 51.00 hours per fortnight.

Location:—Smithton Library.

Description of Role:—Undertake a range of multiple, diverse and complex tasks and provide support to a range of customer-focused services and programs in a LINC Tasmania environment.

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

Enquiries to Roslyn Rockliff, Department of Education, phone (03) 6477 7405, email Roslyn.Rockliff@education.tas.gov.au.

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

HEALTH AND HUMAN SERVICES

Office of the Secretary

Departmental Liaison Officer (518429).

Applications Close:—Friday, 13 November 2015.

Salary:—\$63,262 – \$72,204 p.a.

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

Fixed-term full-time day work, commencing as soon as possible til 31 March 2018.

Location:—Ministers Office.

Duties:—We are seeking a Departmental Liaison Officer to provide the primary point of contact in the Minister's Office for the Minister's applicable Department of Health and Human Services (DHHS) and Tasmanian Health Service (THS) portfolio responsibilities.

If you are successful you will co-ordinate a range of complex administrative and communication activities to support the operations of the Minister's Office.

Desirable Requirements:—Understanding, or ability to acquire an understanding, of the functions and operation of the Tasmanian Government, including the functions of executive government and the operation of the Cabinet system, Parliament, including procedures associated with legislation, and relevant agencies of other governments, together with experience in public sector administration, ministerial correspondence, policy development and research.

Good communication skills, demonstrating initiative, judgement and discretion when dealing with sensitive issues, including the ability to understand the political, social and organisational environment.

Proven interpersonal skills with the ability to interact and liaise effectively with staff and clients at all levels.

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

Enquiries to Marnie Rybak, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 3691, email marnie.rybak@dhhs.tas.gov.au.

You are encouraged to apply online 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. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

HEALTH AND HUMAN SERVICES

Corporate, Policy and Regulatory Services

Budget and Finance

Business Analyst (522303).

Applications Close:—Friday, 13 November 2015.

Salary:—\$76,051 – \$78,350 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—In conjunction with the relevant Manager and other members of the Budget and Finance team we are seeking a Business Analyst to join our team. If successful you will be:.

Assisting with the development and allocation of budgets; provide advice and assistance to senior management through the budget cycle; and monitor and report on financial performance throughout the financial year.

Supporting the senior members of the Budget and Finance team to identify improvements in resource management within the Department of Health and Human Services (the Agency), including investigation, analysis and monitoring of strategies for improving budget control, achieving budget outcomes, and taxation and superannuation compliance.

Providing advice, analysis and research in relation to budget, financial management, taxation and financial reporting processes of the Agency.

Desirable Requirements:—Relevant tertiary qualifications.

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

Enquiries to Alecia Fletcher, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 3722, email alecia.fletcher@dhhs.tas.gov.au.

You are encouraged to apply online 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. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

HEALTH AND HUMAN SERVICES

Corporate, Policy and Regulatory Services

Budget and Finance

Financial Analyst (519212).

Applications Close:—Friday, 13 November 2015.

Salary:—\$63,262 – \$72,204 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—We are seeking a Financial Analyst to provide support to the Budget and Finance Team in the development of the Department of Health and Human Services (DHHS) and Tasmanian Health Service (THS) budget, the monitoring and reporting of financial performance, and related queries and correspondence.

Ensure that cash and accrual revenue, expenditure and journal transactions are processed in a timely and accurate manner, in accordance with Treasurer's Instructions and other legislative requirements.

Assist with the provision of business services and management reporting.

Undertake specific projects as required.

Desirable Requirements:—Tertiary accounting qualifications or progress towards achieving them.

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

Enquiries to Alecia Fletcher, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 3722, email alecia.fletcher@dhhs.tas.gov.au.

You are encouraged to apply online 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. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Northern Region

Launceston General Hospital

Medical Scientist in Charge (Haematology) (503689).

Applications Close:—Friday, 13 November 2015.

Salary:—\$95,983 – \$101,483 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2014, DHHS and THS Allied Health Professional, Level 4.

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

Location:—LGH Charles Street, Launceston.

Co-ordinate the day to day operations of the Haematology and Blood Transfusion laboratory, including the monitoring and allocation of staffing resources to meet service delivery requirements, providing direction and support to laboratory staff and ensuring that diagnostic and transfusion services are carried out in accordance with prescribed professional standards.

Work collaboratively with the Laboratory Manager in monitoring the allocation of resources and the ongoing review of budget performance. Lead project and research activities as required.

Support the Laboratory Manager in strategic and operational planning processes for the delivery of diagnostic and transfusion services.

Desirable Requirements:—Completion of a relevant post graduate qualification.

Essential Requirements:—Bachelor of Medical Laboratory Science, Bachelor of Laboratory Medicine or equivalent qualification 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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Gerald Bates, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6684, email gerald.bates@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Tasmanian Health Service, Northern Region, P.O. Box 1963, Launceston 7250. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Northern Region

Launceston General Hospital

Occupational Therapist (521524).

Applications Close:—Friday, 13 November 2015.

Salary:—\$51,797 – \$83,520 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2014, DHHS and THS Allied Health Professional, Level 1-2.

Fixed-term full-time day work working 76 hours per fortnight. Notwithstanding hours may be negotiated with the successful applicant. To commence 8 February 2016 until 5 February 2017.

Location:—LGH Charles Street, Launceston.

To assess, plan and implement occupational therapy interventions in accordance with professional standards as part

of a multi-disciplinary team. Rotation across all clinical areas is required.

To assist senior occupational therapists with the development of occupational therapy services through quality improvement activities and clinical placements for undergraduate students.

Desirable Requirements:—Current driver's licence.

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

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

Enquiries to Kerri Roberts, Department of Health and Human Services and Tasmanian Health Service, email kerri.roberts@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Tasmanian Health Service, Northern Region, P.O. Box 1963, Launceston 7250. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Northern Region

Launceston General Hospital

Senior Physiotherapist, Hospital Aged Care Liaison Team (516916).

Applications Close:—Friday, 13 November 2015.

Salary:—\$83,105 – \$91,756 pro rata, per annum.

Allied Health Professionals (Tasmanian State Service) Agreement 2014, DHHS and THS Allied Health Professional, Level 3.

Fixed-term part-time day work working 45.6 hours per fortnight, commencing as soon as possible until 22 June 2016. Notwithstanding hours may be negotiated with the successful applicant.

Location:—LGH Charles Street, Launceston.

In accordance with Agency policies and relevant professional codes of ethics, the Senior Physiotherapist, Hospital Aged Care Liaison Team (HALT) develops, provides and evaluates Physiotherapy services for HALT LGH, and undertakes care co-ordination including the provision of Physiotherapy intervention in consultation with the patient, their carers and community agencies.

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 and crimes involving dishonesty.

Identification check and disciplinary action in previous employment check.

Enquiries to Natalie Smith, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6919, email natalie.smith@ths.tas.gov.au or John Cannell, Clinical Lead Physiotherapist, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6216, email john.cannell@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Tasmanian Health Service, Northern Region, P.O. Box 1963, Launceston 7250. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Northern Region

Mental Health Services Northern Region

Clinical Nurse Specialist (514823).

Applications Close:—Friday, 13 November 2015.

Salary:—\$81,214 – \$84,989 p.a.

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

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

Location:—Mental Health Service, North, 52 Frankland St, Launceston.

Duties:—As part of a multi-disciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Clinical Nurse Specialist provides expert knowledge utilising an advanced clinical framework in the management of consumers with complex mental health needs within the designated area of practice and develops, implements, co-ordinates and evaluates relevant activities to improve patient outcomes within the multi-disciplinary team and also participates as an active member of the Adult Community Mental Health team in delivering case management, carer education, consultation and collaboration with GP's and significant others in provision of care to a designated number of consumers.

Note: Please refer to the Statement of Duties for the selection criteria relating to this vacancy. These criteria must be addressed in your application.

Desirable Requirements:—Extensive, relevant psychiatric nursing experience and/or is credentialed as a Mental Health Nurse by the Australian and New Zealand College of Mental Health Nurses Inc. or equivalent. Holds or is working towards relevant tertiary qualifications.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as a Registered Nurse and possess specialist tertiary graduate or post graduate mental health/psychiatric nursing qualification; or completed, prior to the transfer of nurse education to the tertiary sector, an accredited hospital based program that lead to registration as a psychiatric nurse by the relevant nurse regulatory authority

within Australia, New Zealand, Canada or the United Kingdom. Current Driver's Licence.

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

Enquiries to Helen van der Molen, Team Leader, Adult and Older Persons Community, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 4985, email helen.vandermolen@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Tasmanian Health Service, Northern Region, P.O. Box 1963, Launceston 7250. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Southern Region

Clinical Support

Client Services Officer (513455).

Applications Close:—Friday, 13 November 2015.

Salary:—\$50,183 – \$53,673 pro rata, per annum.

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

Permanent part-time day worker, working 38 hours per fortnight.

Location:—Community Rehabilitation Unit, 90 Davey Street.

The Tasmanian Health Service is seeking applications for a permanent part-time Client Services Officer to work in the Community Rehabilitation Unit.

Duties:—Under the direction of the Administrative Co-ordinator and as part of the clients services team you are expected to provide an efficient, courteous and client-centred personal and telephone reception service for clients and visitors of the Community Rehabilitation Unit (CRU), the Lower Statton Clinics ('the clinics') and the Repatriation Centre.

You will ensure timely and accurate administrative and operational support to the Manager CRU, clinical staff and the clinics to meet the CRU's needs, objectives and reporting 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 check in the following areas: crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Kerry Pearce, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6222 7209, email kerry.pearce@ths.tas.gov.au.

You are encouraged to apply online. If you apply online please do not send a hard copy application to the contact person or Human Resources.

If you are not able apply online please forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service, G.P.O. Box 1061, Hobart, Tasmania 7001.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Southern Region

Corporate Services

Customer Service Officer, Appointment Scheduling Clerk (508102).

Applications Close:—Friday, 13 November 2015.

Salary:—\$50,183 – \$53,673 pro rata, per annum.

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

Permanent part-time day work, working 68.4 hours per fortnight, commencing December 2015.

Location:—Outpatients (Patient Information Management System Administration), Royal Hobart Hospital.

Duties:—Schedule appointments for specific clinics in accordance with clinic timetables, ceilings and specific limitations that may apply to each clinic.

Process clinic alterations, additions and cancellations in liaison with clinical staff.

Register new patients and update demographic, clinical and financial data in the patient information system for all patients scheduled for clinic appointments.

Produce updated clinic lists and other system information as required.

Provide an effective and efficient reception service for all patients presenting to the clinic.

Receive and effectively manage telephone enquiries for appointments and other general information as requested by internal and external clients and the general public.

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

Enquiries to Leif Dahl, Manager, Outpatient Appointments and Theatre Bookings, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 0014, email leif.dahl@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service (Southern Region), G.P.O. Box 1061, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Southern Region

Hotel Services and Logistics

Specialised Medical Orderly, Relief (520754).

Applications Close:—Friday, 13 November 2015.

Salary:—\$47,227 – \$48,915 pro rata, per annum.

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

Fixed-term casual shift work, commencing As soon as possible for a period of two years.

Location:—South.

Duties:—Provide Medical Orderly services and provide assistance to Medical, Nursing, and Para-Medical staff in the lifting, positioning and general care of patients.

Transport of patients within the hospital environment by means of wheelchair, trolleys and beds.

As part of the Code Black Response Team the Specialised Medical Orderly will assist the clinical team in the management of an aggressive incident.

As directed conduct internal hospital security functions.

As directed, provide Orderly services in the Department of Emergency Medicine, Radiology and Operating Theatres.

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

Enquiries to Matthew Pockett, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6222 7951, mobile 0438 429 968, email matthew.pockett@ths.tas.gov.au.

You are encouraged to apply online. When applying online please DO NOT send a duplicate application to the contact person.

If you are not able apply online please forward your hard copy application quoting the vacancy number to: Recruitment Services, Tasmanian Health Service – Southern Region, G.P.O. Box 1061, Hobart, Tasmania 7001.

Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Southern Region

Mental Health Services, Southern Region

Administrative Assistant (505133).

Applications Close:—Friday, 13 November 2015.

Salary:—\$50,183 – \$53,673 p.a.

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

Permanent full-time day work.

Location:—South.

Duties:—The Administrative Assistant will provide day to day administrative support to the Child and Adolescent Mental Health Service, based at 'Clare House', New Town. Working in a small administrative team, you will contribute to optimal administrative and business support processes at the local level.

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

Enquiries to Anne Easther, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 0588, email anne.easther@ths.tas.gov.au.

You are encouraged to apply online. When applying online please DO NOT send a duplicate application to the contact person.

If you are not able apply online please forward your hard copy application quoting the vacancy number to: Recruitment Services, Tasmanian Health Service – Southern Region, G.P.O. Box 1061, Hobart, Tasmania 7001.

Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Southern Region

Womens and Childrens Services

Staff Specialist, Gynaecological Oncologist (509866).

Applications Close:—Friday, 4 December 2015.

Salary:—\$140,592 – \$213,700 p.a.

Salaried Medical Practitioners Interim Agreement 2015, Specialist Medical Practitioner Level 1 to Senior Specialist Medical Practitioner, Level 3.

Permanent full-time day work (with oncall) commencing January 2016.

Location:—Gynaecological Oncology, Royal Hobart Hospital.

Please Note: that access to the Senior Specialist Medical Practitioner salary range \$202 452 – \$213 700 is subject to the successful applicant satisfying the criteria for Senior Specialist Medical Practitioner Level 1, 2 or 3 as described in the Salaried Medical Practitioners Interim Agreement 2015.

The Tasmanian Department of Health and Human Services seeks to appoint a full-time Gynaecologic Oncologist to join the team at Tasmania's premier teaching hospital.

The gynaecological oncology service for the State of Tasmania is based in Hobart where there is a dedicated Womens Surgical Unit. The Royal Hobart Hospital is a 505 bed tertiary referral hospital and a teaching hospital associated with the University of Tasmania's Medical School.

The unit has a multidisciplinary approach to patient care and major surgery for the service is undertaken in the Royal Hobart Hospital. The service is presently supported by a dedicated Pelvic Surgery Registrar and a Nurse Cancer Care Co-ordinator. Outreach clinics to the North of the State are an integral part of the service provision.

We offer:—

Salary to be negotiated plus superannuation.

Salary packaging.

Access to teaching, education and research funds.

Relocation Assistance.

Motor Vehicle and associated expenses.

A supportive and dynamic work environment.

Strong professional and social networks.

An incredible lifestyle.

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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Associate Professor Penny Blomfield, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6222 8049, email penny.blomfield@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service (Southern Region), G.P.O. Box 1061, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Statewide Services

Chief Financial Officer (522397).

Applications Close:—Friday, 13 November 2015.

Salary:—\$172,713 – \$189,984 pro rata, per annum.

Senior Executive, Level 3, Payment of Salary above the base salary of the advertised range is subject to an annual performance assessment.

Fixed-term full-time day work working 73.5 hours per fortnight. Notwithstanding hours may be negotiated with the successful applicant. To commence as soon as possible for a 6 month period.

Location:—To be negotiated with the successful applicant.

The Chief Financial Officer (CFO) is a member of the Tasmanian Health Service (THS) Executive and is responsible for providing strategic leadership in the development and implementation of financial management systems and strategies that enable THS to deliver safe, efficient, effective and high quality integrated patient and client care within sustainable budget allocations.

Essential Requirements:—Tertiary qualifications in accounting, together with membership of either CPA Australia or the Chartered Accountants Australia and New Zealand.

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

The following checks are to be conducted:—conviction check in the following areas: crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Dr Anne Brand, Interim Chief Executive Officer, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 4306, email ceo.ths@dhhs.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Tasmanian Health Service, Northern Region, P.O. Box 1963, Launceston 7250. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Statewide Services

Mental Health Statewide Services

Alcohol and Drug

Executive Assistant (519210).

Applications Close:—Friday, 13 November 2015.

Salary:—\$56,487 – \$60,553 pro rata, per annum.

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

Fixed-term full-time day work, commencing as soon as possible until 22 July 2016.

Location:—South.

Duties:—Provide administrative and executive support to the Manager Alcohol and Drug Service South.

Co-ordinate the provision of a range of efficient and effective office management support services for Alcohol and Drug Services (ADS).

Co-ordinate the day-to-day running of the Manager Alcohol and Drug Service South's office and ensure the efficient flow of information and correspondence relating to the activities of the unit.

Participate in the development and revision of organisational documentation and policies and procedures.

Participate and contribute to a learning environment, through continuing education, training and professional development.

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

Enquiries to Salli Glass, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 0818, email salli.glass@ths.tas.gov.au.

You are encouraged to apply online. When applying online please DO NOT send a duplicate application to the contact person.

If you are not able apply online please forward your hard copy application quoting the vacancy number to: Recruitment Services, Tasmanian Health Service – Southern Region, G.P.O. Box 1061, Hobart, Tasmania 7001.

Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Statewide Services

Oral Health Services

Oral Health North West

Dental Technician (501286).

Applications Close:—Friday, 13 November 2015.

Salary:—\$63,262 – \$72,204 p.a.

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

Fixed-term full-time day work, working 76 hours per fortnight, Commencing March 2016 until 1 December 2017.

Location:—Oral Health Services Tasmania (North West).

Duties:—Provide dental prosthetic technical expertise and construction in the recognised fields of: Removable dental prostheses; Fixed dental prostheses; Maxillo-facial prostheses; Repairs, additions, relines and remodels; Simple orthodontic appliances; Protective mouthguards; Bleaching and fluoride trays; and Other prosthetic appliances which OHST may include within its core business for eligible clients of the service.

Evaluate, analyse and research options needed to resolve complex dental prosthetic technical problems without direct supervision.

Maintain a collaborative relationship with dental clinicians and ancillary staff to ensure conformity in the production of quality dental prostheses.

Undertake dental technical laboratory duties and assist in the training of trainees.

Work collaboratively with other members of the dental team to ensure that dental undergraduates and less experienced staff understand the processes of dental technical construction.

Essential Requirements:—Diploma of Dental Technology or recognised equivalent.

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

Enquiries to Brendon Sheffield, A/Senior Prosthetist, Oral Health Services Tasmania (North West), Department of Health and Human Services and Tasmanian Health Service, phone (03) 6478 6068, email brendon.sheffield@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service (Southern Region), G.P.O. Box 1061, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Statewide Services

Oral Health Services

Oral Health South

Executive Support Officer (514229).

Applications Close:—Friday, 13 November 2015.

Salary:—\$56,487 – \$60,553 pro rata, per annum.

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

Permanent part-time day work, working 60.8 hours per fortnight, commencing December 2015.

Location:—Oral Health Services Tasmania (South).

Duties:—Provide high level administrative and executive support to the Clinical Director of Oral Health Services Tasmania (OHST) including management of the Office of the Clinical Director and executive support to clinical committee meetings.

Provide secretarial and administrative support to the Clinical Director of OHST including organising conferences, clinical appointments and travel; preparation of correspondence, reports and other documentation; co-ordination of appointments for special needs patients; complaint handling; sourcing patient files from outside OHST.

Co-ordinate requests to external specialist service providers regarding outcomes for patients, including referral consultations and report requests.

Co-ordinate communication and enquiries both to and from the Office of the Clinical Director.

Prepare background materials, draft and co-ordinate and distribute briefing papers and correspondence.

Liaise with senior clinical staff, members of the OHST Executive, other Government departments and non-Government Agencies on a state, national and international level, on a range of oral health related matters managed by the Clinical Director of OHST.

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

Enquiries to Miriam Moriarty, Executive Assistant, Oral Health Services Tasmania (South), Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 5464, email miriam.moriarty@ths.tas.gov.au or Margaret Randall, Executive Assistant, Oral Health Services Tasmania (South), Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 5464, email margaret.randall@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service (Southern Region), G.P.O. Box 1061, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

North West Region

Staff Specialist Gastroenterology (514775).

Applications Close:—Wednesday, 16 December 2015.

Salary:—\$140,592 – \$213,700 p.a.

Salaried Medical Practitioners Interim Agreement 2015, Specialist Medical Practitioner, Level 1 to Senior Specialist Medical Practitioner, Level 3.

Fixed-term full-time Day Worker working 76 hours per fortnight for a period of 2 years.

Location:—North West Regional Hospital and Mersey Community Hospital.

Who are we?

The Tasmanian Health Service is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community. We are committed to providing the highest levels of healthcare and services.

Who are we looking for?

We are seeking a motivated and experienced Staff Specialist Gastroenterologist, who will work as part of the Department of Gastroenterology and Hepatology across the North West Region. Servicing a population of approximately 116,000, the Staff Specialist provides a consultant role in Gastroenterology, including inpatient and outpatient care to public and private patients of the North West Region of Tasmania. This GE Unit has a large Hepatology and IBD clinic with two IBD/Liver nurses and a Fibroscan. There are two Endoscopy suites across both hospitals with modern facilities. The unit performs both upper and lower endoscopies including therapeutic endoscopy.

THS, North West Region offers excellent Continuing Professional Development benefits and supportive working environment.

THS, North West Region has a close working relationship with the University of Tasmania's Rural Clinical School and it is anticipated that the successful candidate would have the opportunity to be appointed to a University academic position. The seniority of the University appointment would be negotiated separately with the University.

North West Tasmania also offers a brilliant lifestyle for families, with affordable housing, excellent access and choice of education located within strong and vibrant rural and urban centres. Our pristine wilderness and coastlines are on your doorstep and your work/life balance will ensure that you have the best of both worlds!

We offer contemporary, well equipped work environments; excellent remuneration and relocation assistance. Assistance with AHPRA registration and visa sponsorship available.

What can we offer?

- Flexible work/life balance.
- Attractive Salary Package.
- Dynamic team environment.
- Commitment to ongoing professional development.

For more information, please contact Albert Nwaba at albert.nwaba@ths.tas.gov.au or Donna Harris at donna.harris@ths.tas.gov.au or phone (03) 6426 5669.

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.

Please note that access to the Senior Specialist Medical Practitioner salary range \$202 452, \$213 700 is subject to the successful applicant satisfying the criteria for Senior Specialist Medical Practitioner Level 1, 2 or 3 as described in the Salaried Medical Practitioners Interim Agreement 2015.

Essential Requirements:—General or limited registration with the Medical Board of Australia.

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

Enquiries to Donna Harris, Manager, Medical Services Unit, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6426 5669, email donna.harris@ths.tas.gov.au or Dr Albert Nwaba, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6426 5669, email albert.nwaba@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Medical Services Unit, Tasmanian Health Service, North West Region, P.O. Box 21, Latrobe 7307. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

North West Region

Mental Health Services North West Region

Post Graduate Nurse Rotation Mental Health (512914).

Applications Close:—Friday, 13 November 2015.

Salary:—\$58,432 – \$79,964 pro rata, per annum.

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

Fixed-term part-time shift worker, working 38 hours per fortnight, 2 Years (January 2016 to January 2018).

Location:—North West Regional Hospital, Spencer Clinic.

Who are we?

The Tasmanian Health Service is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community. We are committed to providing the highest levels of healthcare and services. Spencer Clinic is an acute psychiatric inpatient unit sited within the THO-NW Burnie Campus.

Who are we looking for?

We are seeking a motivated and experienced Registered Nurse to undertake a Post Graduate Nurse Rotation Mental Health, while completing the Graduate Diploma in Advanced Nursing (Mental Health/Psychiatric Nursing) for the fixed term period of two years. In this role you will be passionate about the greatest quality of care, ensuring that you collaborate with members of the multidisciplinary healthcare team.

Reporting to the Nurse Unit Manager, you will contribute to the health outcomes of your patients through excellence in

practice, fostering a learning culture, excellent communication skills and working effectively within a multidisciplinary team.

Do you have?

Current Registration.

Sound interpersonal and communication skills.

Knowledge of continuous quality improvement.

Ability to undertake client education.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Jean Burrows on (03) 6430 6579 or email jean.burrows@ths.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.

Please note that access to the Grade 4 salary range \$75,612 – \$79,964 is subject to successful application for progression to Grade 4.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as a Registered Nurse. Enrolment in a post-graduate mental health nursing course. 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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Jean Burrows, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6430 6579, email jean.burrows@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service, North West Region, P.O. Box 258, Burnie 7320. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

North West Region

Mersey Community Hospital

Registered Nurse Oncology MDPU (516932, 516932 2 Vacancies).

Applications Close:—Friday, 13 November 2015.

Salary:—\$58,432 – \$79,964 pro rata, per annum.

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

Permanent full-time and part-time day worker roles available, working up to 76 hours per fortnight; and Fixed-term part-time day worker, working 72 hours per fortnight until September 2016.

Location:—Mersey Community Hospital.

Who are we?

The Tasmanian Health Service is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community. We are committed to providing the highest levels of healthcare and services.

Who are we looking for?

We are seeking a motivated and experienced Registered Nurse who is passionate about the greatest quality of care, ensuring that you collaborate with members of the multidisciplinary healthcare team. Within the dynamic multidisciplinary team, you will contribute to a strong professional team approach through open communication and a positive supportive environment.

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

We currently have both permanent and fixed term roles available.

Do you have?

Current Registration.

Sound interpersonal and communication skills.

Knowledge of continuous quality improvement.

Ability to undertake client education.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Jacqueline Roberts-Thomson on (03) 6426 5682 or email jacqueline.roberts-t@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.

Please note that access to the Grade 4 salary range \$75,612 – \$79,964 is subject to successful application for progression to Grade 4.

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

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

Enquiries to Jacqueline Roberts-Thomson, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6426 5682, email jacqueline.roberts-t@dhhs.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service, North West Region, P.O. Box 258, Burnie 7320. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

North West Region

Primary Health North West

ACAT Assessor (Allied Health) (504637).

Applications Close:—Friday, 13 November 2015.

Salary:—\$83,105 – \$91,756 pro rata, per annum.

Allied Health Professionals (Tasmanian State Service) Agreement 2014, DHHS and THS Allied Health Professional, Level 3.

Permanent part-time day worker, working 40 hours per fortnight.

Location:—based at Central Coast CHC Water Street Ulverstone, with services provided across the North West.

Who are we?

The Tasmanian Health Service is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community. We are committed to providing the highest levels of healthcare and services.

Who are we looking for?

We are seeking a motivated Aged Care Assessment Team (ACAT) Assessor to join our dedicated Assessment and Case Management team.

This position is based in Ulverstone and is required to undertake aged care assessments for the frail aged and appropriate younger people with disabilities across the North West Region. The role is responsible for the facilitation of access to appropriate community and residential services, through a multi-disciplinary team approach.

The successful candidate will have competence in a relevant professional field and a commitment to and understanding of the principles of Primary Health Care, with the ability to incorporate these principles into practice. The ability to function in a interdisciplinary team and the capacity to act in a leadership role, set realistic goals, evaluate work performance will be a key part of the role as and when required.

Applicants should have key expertise, formal training and/or experience in assessment and management of clients with dementia, with the ability to develop, implement and evaluate comprehensive care plans.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

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

Essential Requirements:—Degree in Social Work giving eligibility for membership of the Australian Association of Social Workers; or Registered with the Psychology Board of Australia; or Registered with the Occupational Therapy Board of Australia; or Registered with the Physiotherapy 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 and crimes involving dishonesty.

Identification check and disciplinary action in previous employment check.

Enquiries to Cheryl Ray, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6429 8400, email cheryl.ray@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service, North West Region, P.O. Box 258, Burnie 7320. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

North West Region

Primary Health North West

Clinical Nurse Specialist, ACAT Assessor (502537).

Applications Close:—Friday, 13 November 2015.

Salary:—\$81,214 – \$84,989 pro rata, per annum.

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

Fixed-term casual day worker, working as and when required (3 year casual contract).

Location:—based at Central Coast CHC Water Street Ulverstone, with services provided across the North West.

Who are we?

The Tasmanian Health Service is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community. We are committed to providing the highest levels of healthcare and services.

Who are we looking for?

We are seeking a motivated Aged Care Assessment Team (ACAT) Assessor to join our dedicated Assessment and Case Management team in a casual capacity.

This position is based in Ulverstone and is required to undertake aged care assessments for the frail aged and appropriate younger people with disabilities across the North West Region. The role is responsible for the facilitation of access to appropriate community and residential services, through a multi-disciplinary team approach.

The successful candidate will have competence in a relevant professional field and a commitment to and understanding of the principles of Primary Health Care, with the ability to incorporate these principles into practice. The ability to function in an interdisciplinary team and the capacity to act in a leadership role, set realistic goals, evaluate work performance will be a key part of the role as and when required.

Applicants should have key expertise, formal training and/or experience in assessment and management of clients with dementia, with the ability to develop, implement and evaluate comprehensive care plans.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

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

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

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

Enquiries to Cheryl Ray, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6429 8400, email cheryl.ray@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service, North West Region, P.O. Box 258, Burnie 7320. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

North West Region

Primary Health North West

West Coast District Hospital and Community Health

Enrolled Nurse (502368).

Applications Close:—Wednesday, 18 November 2015.

Salary:—\$52,762 – \$58,432 pro rata, per annum.

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

Permanent part-time shift worker, working 44 hours per fortnight.

Location:—West Coast District Hospital.

Who are we?

The Tasmanian Health Service is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community. We are committed to providing the highest levels of healthcare and services.

Who are we looking for?

We are seeking a motivated and experienced Enrolled Nurse who is passionate about the greatest quality of care, ensuring that you collaborate with members of the multidisciplinary healthcare team. Within the dynamic multidisciplinary team, you will contribute to a strong professional team approach through open communication and a positive supportive environment.

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

Do you have?

Current Registration.

Sound interpersonal and communication skills.

Knowledge of continuous quality improvement.

Ability to undertake client education.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

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

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

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

Enquiries to Lindy Earl-Cooper, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6472 2315, email lindy.earlcooper@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service, North West Region, P.O. Box 258, Burnie 7320. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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JUSTICE

COMMUNITY CORRECTIONS

Southern Region

Probation Officer (2 Vacancies).

Applications Close:—Friday, 13 November 2015.

Salary:—\$64,119 – \$73,199 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 4.

Vacancy No. 355566.

Fixed-term full-time working 73.5 hours per fortnight for the period 4 January 2016 until 19 August 2016.

Location:—Hobart.

Vacancy No. 355984.

Fixed-term part-time working 44.1 hours per fortnight for the period from 23 November 2015 until 18 November 2016.

Location:—Hobart.

Salary is pro rata of the full-time rate indicated above for the part-time position (355984).

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

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

Desirable Requirements:—A relevant tertiary or industry qualification.

A current driver's licence.

Enquiries to Martha Robson, Acting Statewide Operations Manager, Community Corrections, Department of Justice, phone (03) 6165 6723, email martha.robson@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825, Hobart Tas, 7001, phone (03) 6165 4908, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Martha Robson on (03) 6165 6723.

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

LEGAL AID COMMISSION OF TASMANIA

Legal Secretary (355147).

Applications Close:—Friday, 13 November 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time working 73.5 hours per fortnight.

Location:—Launceston.

Duties:—Co-ordinate secretarial and administrative functions for Legal Practitioners to ensure best practice delivery of services to clients. Be the first point of contact between Legal Practitioners and clients, members of the public, legal profession and staff in other government agencies and instrumentalities and receive all mail and incoming telephone calls on behalf of the Commission's in-house legal practice.

Desirable Requirements:—Significant criminal legal secretarial experience.

Enquiries to Karen Gillie, Director's Assistant, Legal Aid Commission of Tasmania, Department of Justice, phone (03) 6236 3820, email karen.gillie@legalaid.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825, Hobart Tas, 7001, phone (03) 6165 4908, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If

a Statement of Duties cannot be downloaded, please contact Karen Gillie on (03) 6236 3820.

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

LEGAL AID COMMISSION OF TASMANIA

Receptionist (356035).

Applications Close:—Friday, 13 November 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term full-time working 73.5 hours per fortnight commencing As soon as possible for 12 months.

Location:—Hobart.

Duties:—As receptionist, act as first point of contact for telephone and counter enquiries. Direct enquiries or clients to the appropriate person or service within the Commission or other relevant service provider.

Enquiries to Karen Gillie, Director's Assistant, Department of Justice, phone (03) 6236 3820, email karen.gillie@legalaid.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825, Hobart Tas, 7001, phone (03) 6165 4908, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Karen Gillie on (03) 6236 3820.

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

WORKSAFE TASMANIA

Client Services Officer (Accreditation and Dangerous Goods) (355739).

Applications Close:—Friday, 13 November 2015.

Salary:—\$57,249 – \$61,373 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term full-time working 73.5 hours per fortnight commencing As soon as possible until 22 December 2016.

Location:—Rosny.

Duties:—Provide initial advice and guidance to internal and external stakeholders, pertaining to the accreditation and licensing of hazardous plant and dangerous goods. Responsible for the workflow of industry applications and submissions, leading to the approval or refusal of licence and permit applications.

Desirable Requirements:—Relevant qualifications in office/business administration.

Enquiries to Peter Davis, Manager Licensing and Accreditation, WorkSafe Tasmania, Department of Justice, phone (03) 6166 4768, email peter.davis@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825 Hobart, Tas, 7001, phone (03) 6165 4912, 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 Peter Davis on 6166 4768.

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.

POLICE AND EMERGENCY MANAGEMENT

TASMANIA FIRE SERVICE

Operations

Executive Officer, Learning & Development (521578T).

Applications Close:—Friday, 16 October 2015.

Salary:—\$67,966–\$77,591 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 4 (including payment in accordance with Appendix 9 of TSSA).

Fixed-Term full-time for 9 months.

Location:—Cambridge.

Duties:—To provide high level executive and administrative support to the Deputy Regional Chief Operational Training and Managers/District Officers Learning and Development, Organisational Learning state-wide. Facilitate the efficient and effective administrative management of the Learning and Development unit in an environment of continuous improvement.

Desirable Requirements:—Certificate IV or Diploma in Business and/or equivalent qualification or progress towards attaining this qualification.

Knowledge of Microsoft Office applications.

Knowledge of TFS learning and development processes, procedures and structures.

Current driver's licence.

To be considered for an interview an applicant must address each of the selection criteria outlined in the Statement of Duties. An Application for Employment is to be completed and forwarded with your application. Statement of Duties including selection criteria and Application for Employment form is available from Paul Salter on (03) 6214 8811 or from www.jobs.tas.gov.au <<http://www.jobs.tas.gov.au>>

Enquiries to Paul Salter on (03) 6214 8811.

Applications to Tasmania Fire Service, GPO Box 1526, Hobart, 7001 or fax 03 6234 6647 or email employment@fire.tas.gov.au.

PORT ARTHUR HISTORIC SITE MANAGEMENT AUTHORITY

FINANCIAL SERVICES

Accountant (ACC15).

Applications Close:—Monday, 16 November 2015.

Salary:—\$77,012 – \$79,354 p.a.

Port Arthur Historic Site Management Authority Award, General Stream, Band 5.

Permanent full-time Monday-Friday.

Location:—Port Arthur.

Duties:—Provide key support to the Chief Financial Officer in completing financial and administrative requirements including information for financial statements and annual audits.

Provide clear and definitive advice to managers regarding accounting and administrative matters.

Supervise the day-to-day operations of the Accounts business unit providing guidance and support to ensure work requirements and deadlines are met.

Identify areas for process improvement, develop solutions and oversee their implementation.

Undertake completion of general ledger journals and accurate end of period processing and reconciliation requirements in accordance with legislative and agency/government policy and procedures.

Be the primary contact for the accounting software provider, to ensure systems improvements are made and issues are resolved in a timely manner.

Undertake other tasks and duties as directed by the Chief Financial Officer.

Desirable Requirements:—Tertiary qualification in Accounting.

Enquiries to Nicky Roberts, Chief Financial Officer, Port Arthur Historic Site Management Authority, 6973 Arthur Highway, phone (03) 6251 2303, fax (03) 6251 2328, email nicky.roberts@portarthur.org.au.

Applications to Kelly Proposch, HR Officer, Recruitment, Port Arthur Historic Site Management Authority, 6973 Arthur Highway, phone (03) 6251 2357, fax (03) 6251 2328, email recruitment@portarthur.org.au.

PREMIER AND CABINET

OFFICE OF SECURITY AND EMERGENCY MANAGEMENT

Assistant Director (002336).

Applications Close:—Friday, 13 November 2015.

Salary:—\$100,355 – \$104,931 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time.

Location:—Hobart.

Objectives:—Assist the Director to manage the Office of Security and Emergency Management in the Department of Premier and Cabinet.

Within agreed broad strategic policy frameworks, initiate, implement and manage relevant programs.

In conjunction with the Director assist in managing the strategic relationship between the State and the Commonwealth and other jurisdictional governments.

Essential Requirements:—Appropriate security clearances to a secret level, or the ability to acquire.

Desirable Requirements:—Appropriate tertiary qualifications or demonstration of equivalent level of skills are desirable.

Enquiries to Simon Roberts, A/g Director, OSEM, Department of Premier and Cabinet, phone (03) 6232 7305, email Simon.Roberts@dpac.tas.gov.au.

Applications to Sandra Allen, HR Consultant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart, Tas 7001, phone (03) 6270 5607, email job.application@dpac.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

BIOSECURITY TASMANIA

Biosecurity Operations

Detector Dog Handler (707408).

Applications Close:—Friday, 13 November 2015.

Salary:—\$57,249 – \$61,373 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:—To undertake clearances of passengers, freight and vehicles at border and post-border environments in Tasmania and assist in the management and deployment of Detector Dogs and supervision of Dog Handlers.

Essential Requirements:—A current motor vehicle 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 check is to be conducted: satisfactory security clearance as required by port authorities.

Desirable Requirements:—A Certificate III or Certificate IV qualification in companion animal services or dog handling and government investigations or statutory compliance relevant to the nature of the work to be undertaken, as provided by either a university, a vocational education organisation or a registered and accredited training provider.

Applicants should submit an Application for Employment form, a statement addressing the selection criteria and current resume by 5pm on the closing date indicated on the advertisement.

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 Kristy Withers, phone (03) 6777 2183, email Kristy.Withers@dpiuwe.tas.gov.au.

Applications to Manager, Human Resources, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6165 3174, fax (03) 6173 0230, email job.applications@dpiuwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

PARKS AND WILDLIFE SERVICE

Operations

North West Region

Regional Operations Manager (705981).

Applications Close:—Friday, 13 November 2015.

Salary:—\$100,355 – \$104,931 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time.

Location:—Ulverstone.

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

Duties:—Lead, plan and direct operational activities and programs for the PWS North West Region ensuring quality service delivery, effective risk management and the most effective use of available resources.

Desirable Requirements:—A current motor vehicle driver's licence. Tertiary qualifications in a relevant discipline.

Applicants should submit an Application for Employment form, a statement addressing the selection criteria and current resume by 5pm on the closing date indicated on the advertisement.

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 Nic Deka, phone (03) 6464 3019, email Nic.Deka@parks.tas.gov.au.

Applications to Manager, Human Resources Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6165 3178, fax (03) 6173 0230, email job.applications@dpiuwe.tas.gov.au.

STATE GROWTH

INDUSTRY AND BUSINESS DEVELOPMENT

Industry Policy

Policy Officer (371778).

Applications Close:—Friday, 13 November 2015.

Salary:—\$77,012 – \$79,354 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Hobart.

Duties:—Based on analysis, consideration and consultation with stakeholders, provide sound policy advice, proposals and recommendations on priority matters to the Agency and the Division. Outcomes are delivered in an accurate and timely manner.

Undertake the development, implementation and review of state and national energy policy and/or strategies including stakeholder engagement and preparation of supporting procedures, regulation and legislation.

Prepare official correspondence, minutes, briefing papers, reports and regulatory review documentation in accordance with the Agency's agreed standards of practice. This includes

contributing to the preparation of responses and submissions to government and inter-governmental inquiries.

Participate in work to assist with the implementation and ongoing management of the Tasmanian Energy Strategy.

Foster productive working relationships with stakeholders, including government agencies, private enterprise and industry organisations, to ensure that consultative processes and objectives are achieved and timeframes adhered to.

In conjunction with the broader team, actively engage and contribute to the development of projects and business practices that enhance the quality of the Division's outputs. This is facilitated through participating in team discussions and contributing ideas for improving work practices consistent with the Division's objectives.

Enquiries to Sue Morrison, Assistant Director, Department of State Growth, phone (03) 6166 3474, email Sue.Morrison@stategrowth.tas.gov.au.

Applications to People and Culture, Department of State Growth, G.P.O. Box 536, Hobart TAS 7001, email recruitment@stategrowth.tas.gov.au.

STATE GROWTH

INDUSTRY AND BUSINESS DEVELOPMENT

Resources Policy

Policy Officer, Resource Markets (372653).

Applications Close:—Friday, 13 November 2015.

Salary:—\$77,012 – \$79,354 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Hobart.

Duties:—To support the development of policy and strategy initiatives relating to the resource sector (forestry and mining) within the Resource Policy Branch by undertaking research, analysis, stakeholder consultation, regulatory/legislative development and project delivery. In this context, the role is accountable for providing sound advice to a range of stakeholders.

Based on analysis, consideration and consultation with stakeholders, provide sound policy advice, proposals and recommendations on priority resource (forestry and mining) matters to the Agency, Division and Branch. Outcomes are delivered in an accurate and timely manner.

Undertake the development, implementation and review of state and national policy and/or strategies relating to the resources (forestry and mining) sector including stakeholder engagement and preparation of supporting procedures, regulation and legislation.

Prepare official correspondence, minutes, briefing papers, reports and regulatory review documentation in accordance with the Agency's agreed standards of practice. This includes contributing to the preparation of responses and submissions to government and inter-governmental inquiries.

Foster productive working relationships with stakeholders, including government agencies, private enterprise and industry organisations, to ensure that consultative processes and objectives are achieved and timeframes adhered to.

In conjunction with the broader team, actively engage and contribute to the development of projects and business practices that enhance the quality of the Branch and Division's outputs. This is facilitated through participating in team discussions and contributing ideas for improving work practices consistent with the Branch and Division's objectives.

Enquiries to Penny Wells, Director Resources Policy, Department of State Growth, phone (03) 6166 3497, email Penny.Wells@stategrowth.tas.gov.au.

Applications to People and Culture, Department of State Growth, G.P.O. Box 536, Hobart TAS 7001, email recruitment@stategrowth.tas.gov.au.

STATE GROWTH

OFFICE OF THE CO-ORDINATOR GENERAL

Project Officer (372843).

Applications Close:—Friday, 13 November 2015.

Salary:—\$77,012 – \$79,354 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Fixed-term full-time 2 Years.

Location:—Launceston.

Duties:—Assist with the management of projects and activities within the Northern Cities Major Development Initiative.

Undertake research and develop written reports relating to the Northern Cities Major Development Initiative, in particular related to areas of education.

Support the Northern Cities Major Development Initiative Reference Group in an administrative and research capacity.

From time to time assist with other projects and activities across the three key focus areas of the Co-ordinator-General – investment attraction, major project facilitation and regulation reduction within time and resources constraints.

Liaise, assist and consult with stakeholders (other agencies, industry, private enterprise and the community) regarding the focus areas of the Office.

Prepare draft correspondence, reports, submissions, briefing material, presentations and legislative drafting instructions and papers.

Represent the Office on working groups and work with business and community managers to agree priorities and achieve identified project outcomes.

Desirable Requirements:—A current driver's license.

Enquiries to James McKee, Director, Northern Cities Major Development Initiative, Department of State Growth, Level 1, Cornwall Square, 12-16 St John Street, Launceston, email James.McKee@cg.tas.gov.au.

Applications to People and Culture, Operations, Department of State Growth, email recruitment@stategrowth.tas.gov.au.

TOURISM TASMANIA

Director Consumer Marketing (425359).

Applications Close:—Monday, 16 November 2015.

Salary:—\$132,532 – \$160,467 p.a.

Tasmanian State Service Award, General Stream, Band 9.

Permanent full-time.

Location:—Hobart.

Duties:—Lead and manage the development of Tourism Tasmania's consumer marketing programs, aligned with evidence-based research and insights.

Drive the content and customer contact strategy. Oversee all created, curated and consolidated content throughout Tourism Tasmania's social, direct marketing, media, public relations, marketing content initiatives and campaigns, across multiple platforms and formats.

Develop content standards and content management systems that support publishing content on multiple channels.

Lead the implementation of Tourism Tasmania's digital, database and social media strategy, including the evaluation and development of digital assets and platforms for our ongoing content and publishing requirements.

Design and deliver a comprehensive and creative program for partner alliances that will facilitate Tourism Tasmania's delivery of its brand in line with the marketing strategy.

Represent and actively participate and engage with stakeholders on behalf of Tourism Tasmania, regarding our consumer marketing activities, including developing key strategic alliances.

Work collaboratively with all Tourism Tasmania teams to develop and deliver marketing solutions targeted to audiences across a range of market segments.

Understand, brief and apply consumer relevant research and measurement to marketing activity to ensure appropriate planning, decision making and reporting on all marketing initiatives.

Analyse financial information, campaign tracking, ongoing research web, social and database analytics, studies related to marketing destinations and consumer behaviour and interpret and integrate findings into campaigns, initiatives and activities undertaken across the Marketing Unit.

Assist the Executive Director Marketing to consolidate budget planning and marketing expenditure for the Marketing Unit, including management of key external contracts, such as creative development and media strategy and purchasing.

Undertake, in partnership with the Executive Director of Marketing, continuous refinement and KPI setting of the organisation's marketing strategy in order to adapt to swiftly changing consumer behaviour and fluid media channels.

Manage the consumer marketing human, physical and financial resources, providing leadership and support to staff. This includes the evaluation of staff performance and implementation of appropriate development as required.

Desirable Requirements:—Management experience and achievement in similar senior roles. Relevant industry recognised qualifications and/or affiliations.

Enquiries to John Fitzgerald, CEO, Tourism Tasmania, phone (03) 6165 5294, email john.fitzgerald@tourism.tas.gov.au.

Applications to Recruitment, Tourism Tasmania, G.P.O. Box 536, Hobart 7001, email recruitment@tourism.tas.gov.au.

TREASURY AND FINANCE

Assistant Research Officer (Cadet) (2 Vacancies).

Applications Close:—Friday, 20 November 2015.

Salary:—\$42,480 – \$67,551 p.a.

Tasmanian State Service Award, Cadet.

Vacancy No. 723719.

Fixed-term full-time or part-time (no less than 0.8 FTE).
12 Month renewable contract for a period of up to six years.

Location:—Hobart.

Vacancy No. 724259.

Fixed-term full-time or part-time (no less than 0.8 FTE).
12 Month renewable contract for a period of up to six years.

Location:—Hobart.

Duties:—You will undertake research and administrative work across the agency, and may be involved with standard tasks or in larger projects. Treasury aims to develop you for a future career with us through grass roots exposure to our broad responsibility areas and through ongoing training and skills development.

In the context of the selection criteria, to be successful in the position applicants will:—be a short way through an appropriate undergraduate degree, or be eligible for admission to a relevant degree course; complete studies in relevant disciplines such as accounting, finance, business economics, analytical economics and public policy; have demonstrated time management skills and the ability to successfully manage work and study related commitments concurrently and believe in the vision, mission and values of our organisation.

Essential Requirements:—Eligible for admission to a relevant degree course at a recognised tertiary institution.

Enquiries to Craig Jeffery, Director, Government Finance and Accounting Branch, Department of Treasury and Finance, G.P.O. Box 147, Hobart Tas 7001, phone (03) 6166 4438, email craig.jeffery@treasury.tas.gov.au.

Applications to Recruitment Officer, Human Resources Branch, Department of Treasury and Finance, G.P.O. Box 147, Hobart Tas 7001, phone (03) 6166 4450, email recruitment@treasury.tas.gov.au.

Applications MUST address the selection criteria outlined in the Statement of Duties. Job Kits (including the Statement of Duties) can be downloaded from the Job Kit section on the right hand side of this page or alternatively by phoning the Recruitment Officer on (03) 6166 4450.

Staff Movements

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Education	Library Technician	R. Taylor	6 months	09.11.15
Education	Customer Services Officer	F. Ring	6 months	26.10.15
Education	Team Leader Child Care	A. Weldon-Chan	6 months	30.11.15
Education	Teacher Assistant	A. Barratt-Young	6 months	13.10.15
Health & Human Services & Tasmanian Health Service	Admissions Officer, Client Services	J. Blake	6 months	02.11.15
Health & Human Services & Tasmanian Health Service	Registered Nurse	S. Terry	6 months	30.10.15
Health & Human Services & Tasmanian Health Service	Dental Officer	L. Avery	6 months	02.11.15
Health & Human Services & Tasmanian Health Service	Registered Nurse	R. Croft	6 months	30.10.15
Health & Human Services & Tasmanian Health Service	Clinical Nurse Specialist	J. Tracey	6 months	03.11.15
Justice	Investigation Officer	L. Dorgelo	6 months	02.11.15
Premier & Cabinet	Graduate, Human Resources	A. Aplin	6 months	02.11.15
Premier & Cabinet	Client Service Officer	B. McGaffin	6 months	26.10.15
Premier & Cabinet	Client Service Officer	C. Doran	6 months	26.10.15
TasTAFE	Executive Assistant	J. Adams	6 months	04.11.15
TasTAFE	Administrative Assistant	G. Hill	6 months	27.10.15
TasTAFE	Administrative Assistant	S. Haley	6 months	19.10.15

Extension or Renewal of Fixed-term Appointments Beyond 12 Months

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect</i>
Premier & Cabinet	Rowing Coach	A. Edwards	12 months	01.11.15

Fixed-term Appointments of Greater than 12 Months

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect</i>
Primary Industries, Parks, Water & Environment	Laboratory Technical Officer	M. Clow	2 years	09.11.15
Tasmanian Audit Office	Graduate Financial Auditor	H. Wang	3 years	02.11.15

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Education	P. MacFarlane	Advanced Skills Teacher	27.01.16
Education	D. Bryant	Assistant Principal	26.10.15
Education	K. Hartnett	Advanced Skills Teacher	26.10.15
Health & Human Services & Tasmanian Health Service	J. Grose	Clinical Nurse Educator	09.11.15
Health & Human Services & Tasmanian Health Service	F. King	Team Leader	12.10.15

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Service	Professional Officer - Allied Health	H. Wilson	21.08.15
Health & Human Services & Tasmanian Health Service	Hotel Services Assistant	A. Stockdale	15.10.15
Health & Human Services & Tasmanian Health Service	Registered Nurse Oncology	J. Moakes	23.10.15
Health & Human Services & Tasmanian Health Service	Senior Physiotherapist	R. Tong	15.10.15
Health & Human Services & Tasmanian Health Service	Physiotherapist	N. Whitehead	16.10.15
Health & Human Services & Tasmanian Health Service	Clinical Nurse Specialist	S. Hannon	25.10.15
Health & Human Services & Tasmanian Health Service	Child Protection Worker	A. Wheatley	23.10.15
Health & Human Services & Tasmanian Health Service	Child Protection Worker	L. Dwyer	28.10.15
Health & Human Services & Tasmanian Health Service	Child Protection Worker	S. Donnet-Jones	26.10.15
Justice	CSO Supervisor	C. Baker	25.09.15
State Growth	Project Manager	J. Platt	30.10.15
State Growth	Website Coordinator	B. Callinan	30.10.15
Tasmanian Audit Office	Senior Financial Auditor	D. Lette	31.10.15

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Service	Enrolled Nurse	L. Weedon	24.10.15
Health & Human Services & Tasmanian Health Service	Registered Nurse	S. Morris	16.10.15
Health & Human Services & Tasmanian Health Service	Registered Nurse	M. Patterson	25.10.15
Primary Industries, Parks, Water & Environment	Senior Records Officer	B. Hamill	30.10.15

Termination of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Service	House Services	S. Cox	23.10.15

Transfer of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Primary Industries, Parks, Water & Environment	M. Marrison	State Growth	Manager Stakeholder Engagement	04.11.15



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