



# TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER  
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## CONTENTS.

### VACANCIES—

Education.....	1294
Health and Human Services and the Tasmanian Health Service .....	1296
Integrity Commission.....	1310
Justice.....	1310
Police and Emergency Management.....	1312
Premier and Cabinet.....	1314
Primary Industries, Parks, Water and Environment.....	1315
State Growth .....	1316
Tasmanian Audit Office .....	1317
TASTAFE.....	1317
Treasury and Finance .....	1321
Whole of Government Programs .....	1322

### STAFF MOVEMENTS—

Appointments .....	1323
Cessation.....	1323
Promotions.....	1323
Resignations .....	1324
Retirements.....	1324

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](http://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](http://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](http://www.jobs.tas.gov.au) site or the enquiries person. Application forms are available from the [www.jobs.tas.gov.au](http://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](http://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

##### LEARNING SERVICES

*Learning Services (South)*

Bellerive Primary School

#### **Assistant Principal, Bellerive Primary School (969396).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$108,298 p.a.

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

Permanent full-time 70.00 hours per fortnight.

Location:—Bellerive Primary School.

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

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 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.

Enquiries to Steven Hay, Principal, Department of Education, phone (03) 6244 1200, email **steven.hay@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)*

Cygnnet Primary School

#### **Education Facility Attendant, Cygnnet Primary School (954106).**

Applications Close:—Friday, 18 September 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 50 hours per fortnight.

Location:—Cygnnet 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 Charles White, Principal, Department of Education, phone (03) 6295 1241, email **charles.white@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)*

##### Lansdowne Crescent Primary School

#### **Education Facility Attendant, Lansdowne Crescent Primary School (953852).**

Applications Close:—Friday, 18 September 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 16.00 hours per fortnight.

Location:—Lansdowne Crescent 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 Monique Carter, Principal, Department of Education, phone (03) 6234 1030, email monique.carter@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*

##### Port Dalrymple School

#### **School Business Manager, Port Dalrymple School (305259).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$84,539 – \$94,996 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time 73.50 hours per fortnight.

Location:—Port Dalrymple School.

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

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 Philip Challis, Principal, Department of Education, phone (03) 6382 0500, email philip.challis@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*

##### South George Town Primary School

#### **Teacher Assistant, South George Town Primary School (2 Vacancies).**

Applications Close:—Friday, 18 September 2015.

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

Tasmanian State Service Award, General Stream, Band 2.

Vacancy No. 305877.

Permanent part-time 20 hours per fortnight from 01 February 2016, 40 weeks per year.

Location:—South George Town Primary School.

Vacancy No. 305881.

Permanent part-time 20 hours per fortnight from 01 February 2016, 40 weeks per year.

Location:—South George Town Primary School.

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

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

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

Enquiries to Adam Eastley, Principal, Department of Education, phone (03) 6382 1564, email adam.eastley@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

#### ***Education Facility Attendant, St Marys District School (306063).***

Applications Close:—Friday, 18 September 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 45.5 hours per fortnight.

Location:—St Marys District 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 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.

## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

### HEALTH AND HUMAN SERVICES

#### *Children and Youth Services*

#### Children and Families

#### ***Registered Nurse, Child and Family Health Nurse (500883).***

Applications Close:—Friday, 25 September 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 part-time day work, See Note Below.

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

Please Note:, Vacancies:—Permanent part-time day work (60.8 hours per fortnight).

Permanent part-time day work (30.4 hours per fortnight).

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

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

Duties:—We are looking for enthusiastic, dynamic and dedicated registered nurses with experience in the area of Child and Family Nursing who enjoy the special rewards of working with children and families.

Working in our Child Health and Parenting Services (CHaPS) these roles provide an excellent opportunity to work closely with children and families 0-5 years. CHaPS provides child-centred primary healthcare, promoting healthy outcomes through partnerships with families. Through a strong team approach these roles provide meaningful opportunities for nurses to be there for families, provide information and support parenting and life journeys.

You will support the development, health and well-being of children through monitoring, early identification and appropriate follow up/referral on health and related issues. You will also enhance the health and well-being of mothers and families.

Desirable Requirements:—Holds a recognised child and family health nursing qualification or is working towards same.

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

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

Enquiries to Cheryl Smith, Department of Health and Human Services and Tasmanian Health Service, mobile 0419 579 491, email cheryl.smith@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

#### *Commissioner for Children*

#### **Research and Policy Officer (519720).**

Applications Close:—Friday, 18 September 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:—The Commissioner for Children are seeking a Research and Policy Officer to join their team on a permanent basis.

If you are successful in the role you will be responsible for providing quality, accurate and timely advice and action to the Commissioner in accordance with the Children, Young Persons and their Families Act 1997, in matters relating to the health, welfare, care, protection and development of children and young people.

Desirable Requirements:—Tertiary Qualifications in Law, Social Work or a related behavioural science.

Essential Requirements:—Current Working with Children Registration.

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

Enquiries to Annie McLean, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6233 2731, email [annie.mclean@childcomm.tas.gov.au](mailto:annie.mclean@childcomm.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*

#### HR Management and Strategy

#### HR and Workplace Relations

#### **IR Advisor (511368).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$76,051 – \$78,350 p.a.

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

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

Location:—Hobart.

Duties:—We are seeking an IR Advisor to join our Industrial Relations team. The Industrial Relations (IR) Advisor will provide industrial relations consultancy and advisory services to managers and Human Resources (HR) staff within the Department of Health and Human Services (DHHS) and the Tasmanian Health Service (THS) in relation to Award negotiations, legislation interpretation and industrial relations policy development and implementation.

If this sounds like you, please apply!.

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

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

Enquiries to Liz Jessup, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 3830, email [liz.jessup@dhhs.tas.gov.au](mailto:liz.jessup@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

#### *Public Health Services*

#### Health Improvement

#### **Vulnerable Communities Officer (522096).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$83,601 – \$94,132 p.a.

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

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

Location:—Hobart, Launceston or Burnie.

Duties:—We are seeking a Vulnerable Communities Officer to join our team. If you are successful you will as a member of Health Improvement develop and implement population health approaches to improving health and wellbeing, with a particular focus on addressing the differences in health outcomes between those who have good health and those who have poor health outcomes. This includes providing strategic and program advice and direction on improving the health and wellbeing of people with identified vulnerabilities, including cultural and language background, gender and sexuality.

If this sounds like you, please apply!

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

Enquiries to Narelle Smith, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 0693, email narelle.smith@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

#### ***Administrative Assistant, Allied Health Services (503511).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$50,183 – \$53,673 p.a.

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

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

Location:—Nutrition Department, Launceston General Hospital, Charles Street, Launceston.

Duties:—Provide an efficient administrative and clerical support service to the Director of Allied Health Services (AHS) and other clinical staff within AHS.

Provide an efficient and confidential reception service for AHS.

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

Desirable Requirements:—Completion of a Certificate III in Business Administration or equivalent.

Essential Requirements:—Nil.

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

Enquiries to Rachael Dilger, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6216, email rachael.dilger@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

#### ***Clinical Nurse Consultant (521082).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$86,869 – \$90,857 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 6, Year 1 to Grade 6, Year 3.

Permanent part-time shift worker (fully rotational) working 56 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Acute Medical Unit, Launceston General Hospital, Charles Street, Launceston.

Duties:—Provides clinical nursing leadership in a contemporary acute care practice setting including advanced nursing care within scope of practice.

In collaboration with the Nurse Unit Manager (NUM) undertakes nursing assessments, contributes to planning, and co-ordinates the delivery of services to patients admitted to the AMU.

Develops effective relationships with other service providers across the hospital and within the community to improve services and service access.

Actively incorporates teaching, practice-based research, and quality activities within the role to improve standards of care.

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

Desirable Requirements:—Holds or is working toward a relevant post graduate qualification in the clinical field or qualifications deemed equivalent.

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

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

Enquiries to Robyn Hayes, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 8063, email robyn.hayes@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

## **Nurse Unit Manager (NUM), Department of Emergency Medicine (504387).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$97,149 – \$99,594 pro rata, per annum.

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

Fixed-term full-time day worker, working 76 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence 7 December 2015 until 24 April 2016.

Location:—Department of Emergency Medicine, Launceston General Hospital, Charles Street, Launceston.

Duties:—The Nurse Unit Manager:.

Provides leadership to the Department of Emergency Medicine, Launceston General Hospital.

Ensures the efficient and effective provision of care, based on clinical standards and best practice principles within a collaborative and multidisciplinary framework by co-ordinating the clinical, management, education and nursing research functions within the Department of Emergency Medicine.

Leads and manages the co-ordination of overall patient care and is responsible for managing the allocated human, material and financial resources for service delivery within the Department of Emergency Medicine.

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

Desirable Requirements:—Relevant post graduate qualifications.

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

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

Enquiries to Lorinda Upton-Greer, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6875, email [lorinda.upton-greer@ths.tas.gov.au](mailto:lorinda.upton-greer@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

## **Registered Nurse (521431).**

Applications Close:—Friday, 18 September 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 day worker, working 48 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence As soon as possible until 13 February 2016.

Location:—North West Renal Satellite Unit, Launceston General Hospital.

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

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

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

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

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

Enquiries to Jennifer Reynolds, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6434 4130, email [jennifer.reynolds@ths.tas.gov.au](mailto:jennifer.reynolds@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

## **Registered Nurse (521452).**

Applications Close:—Friday, 18 September 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 day work, working 8 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant. To commence 20 October 2015 until 12 August 2016.

Location:—Perioperative Unit, LGH, Charles Street, Launceston.

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

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

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

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

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

Enquiries to Kelly Fabian, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6367, email [kelly.fabian@ths.tas.gov.au](mailto:kelly.fabian@ths.tas.gov.au) or Sue Delanty, A/Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6367, email [sue.delanty@ths.tas.gov.au](mailto:sue.delanty@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

#### **Registered Nurse (504377).**

Applications Close:—Friday, 18 September 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 full-time shift work (fully rotational), working 76 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant. To commence 25 October 2015 until 23 January 2016.

Location:—Ward 5A, LGH, Charles Street, Launceston.

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

Duties:—The Registered Nurse strengthens health outcomes through the provision of safe, quality, clinically appropriate

nursing care in partnership with patients/clients, their families and other health professionals.

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

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

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

Enquiries to Andrea Tiffin, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, Ward 5A, LGH, phone (03) 6777 6846, email [andrea.tiffin@ths.tas.gov.au](mailto:andrea.tiffin@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

#### **Registered Nurse (517561).**

Applications Close:—Friday, 18 September 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 work (fully rotational), working 64 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant. To commence 25 October 2015 until 23 April 2016.

Location:—Ward 5A, LGH, Charles Street, Launceston.

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

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

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

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

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



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

Enquiries to Andrea Tiffin, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, Ward 5A, LGH, phone (03) 6777 6846, email [andrea.tiffin@ths.tas.gov.au](mailto:andrea.tiffin@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

### **Trainee Echocardiographer (520499a).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$51,797 – \$83,520 pro rata, per annum.

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

Fixed-term part-time day worker, working 16 hours per fortnight. Notwithstanding, hours to be negotiated with the successful applicant. To commence As soon as possible until 21 December 2015.

Location:—Cardiology and Neurology, Launceston General Hospital, Charles Street, Launceston.

Duties:—To train in echocardiography in order to provide an effective and efficient echocardiography service for inpatients and outpatients of the Cardiology Department of the Launceston General Hospital (LGH).

Perform echocardiography under the supervision of the Principal Echocardiographer, Cardiologist or Advanced Cardiology Trainee, and in accordance with the organisational policies and professional codes of conduct.

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

Desirable Requirements:—Undertaking a post graduate Australian Sonographer Accreditation Registry course of study at a recognised tertiary institution.

Pre-existing basic practical experience in Echocardiography.

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

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

Enquiries to Angela Yore, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6485, email [angela.yore@ths.tas.gov.au](mailto:angela.yore@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*

#### Primary Health North

#### Campbell Town Health and Community Service

### **Administrative Officer (512508).**

Applications Close:—Friday, 18 September 2015.

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

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

Fixed-term part-time day work, working 36 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant. To commence As soon as possible until 3 June 2016.

Location:—Campbell Town Multi Purpose Service.

Duties:—Undertake a reception and co-ordination role for Campbell Town Multi-Purpose Services (CTMPS), including the day to day delivery of all aspects of administrative and clerical duties. Provide logistical and project support to other activities within CTMPS including health promotion, special events and community activities. Participate in review of systems and processes for the efficient and effective management of administrative tasks within CTMPS.

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:—Current Driver's Licence.

Essential Requirements:—Nil.

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

Enquiries to Robyn Brown, Business Services Co-ordinator, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6774 8000, email [robyn.brown@ths.tas.gov.au](mailto:robyn.brown@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*

Primary Health North

Community Palliative Care

***Clinical Nurse Consultant, Palliative Care (504992).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$86,869 – \$90,857 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 6, Year 1 to Grade 6, Year 3.

Fixed-term part-time day work (with on-call), working 64 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant. To commence As soon as possible until 28 March 2016.

Location:—Allambi Building, 33, 39 Howick Street, Launceston.

Duties:—The Clinical Nurse Consultant, Palliative Care provides clinical leadership and direction in planning, implementing and evaluating the provision of palliative care to effectively support the delivery of an acute and community palliative care services provided by the THS, North. The Clinical Nurse Consultant, Palliative Care is responsible for providing clinical leadership and authoritative advice to nursing, medical and allied health staff including other health care providers and external stakeholders and co-ordinating acute and community palliative care clinical practices including palliative care treatment plans, psychosocial support and interventions and leading the development and implementation of clinical policy, guidelines and service delivery options.

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:—Holds or is working towards relevant post graduate tertiary qualification.

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

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

Enquiries to Elizabeth Todd, A/Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 4587, email [elizabeth.todd1@ths.tas.gov.au](mailto:elizabeth.todd1@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*

Primary Health North

Community Palliative Care

***Senior Occupational Therapist (520033).***

Applications Close:—Friday, 18 September 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 38 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant. To commence 27 September 2015 until 30 June 2016.

Location:—Allambi Building, 33, 39 Howick Street, Launceston.

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

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

Holds or progressing accreditation through Occupational Therapy Australia.

Essential Requirements:—Registered with the Occupational Therapy Board of Australia. Current Driver's Licence.

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

Enquiries to Elizabeth Todd, A/Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 4587, email [elizabeth.todd1@ths.tas.gov.au](mailto:elizabeth.todd1@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*

#### Primary Health North

#### St Helens District Hospital

### **Multiskilled Domestic (506130).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$45,102 – \$45,829 pro rata, per annum.

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

Permanent part-time shift work, working 20 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant.

Location:—St. Helens.

Duties:—Clean allocated areas of the hospital, complying with standards of infection control. Assist in preparation and delivery of meals to clients in accordance with 'FoodSafe' guidelines.

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

Essential Requirements:—Nil.

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

Enquiries to Denise Callister, Director of Nursing, Department of Health and Human Services and Tasmanian Health Service, St Helens Hospital, phone (03) 6387 5570, email [denise.callister@ths.tas.gov.au](mailto:denise.callister@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*

### **Phlebotomy Technician (511311).**

Applications Close:—Friday, 18 September 2015.

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

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

Fixed-term casual working as and when required for up to 12 months.

Location:—Pathology Unit, Royal Hobart Hospital.

Duties:—The Tasmanian Health Service is seeking

applications from experienced Phlebotomy Technicians interested in joining our team. In accordance with conventional practices, methods and standards, the Phlebotomy Technician provides phlebotomy and specimen collection services to inpatient and outpatient clients. They:

Perform phlebotomy services by utilising the evacuated tube system in a range of circumstances.

Prepare clients for phlebotomy procedures which includes explaining procedures to clients.

Ensure procedure rooms are fully equipped.

Desirable Requirements:—A Certificate 3 or equivalent Diploma from a registered tertiary institution, or an equivalent qualification, appropriate to the nature of the work.

Essential Requirements:-.

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

Enquiries to Claire Beattie, Department of Health and Human Services and Tasmanian Health Service, phone (02) 6166 0152, email [claire.beattie@ths.tas.gov.au](mailto:claire.beattie@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, 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*

### **Radiologist, Visiting Medical Practitioner (513141).**

Applications Close:—Friday, 18 September 2015.

Salary:—To be negotiated. Health and Human Services Tasmanian Visiting Medical Practitioners (Public Sector) Agreement 2013, Visiting Medical Practitioner.

Fixed-term casual working hours as and when required as a Visiting Medical Practitioner, commencing as soon as possible for a period of up to 3 years.

Location:—BreastScreen Tasmania, Hobart.

Note: There is also a permanent Staff Specialist (Radiology) (520023) being advertised concurrently.

BreastScreen Tasmania are seeking a Radiologist, Visiting Medical Practitioner with breast screening expertise to join the team. If successful you will be providing film screen reading and assessment services to National Accreditation Standards for BreastScreen Tasmania. Also to actively pursue improved outcomes for BreastScreen clients by participating in quality assurance and multidisciplinary review procedures.

If this sounds like you, please apply!

Desirable Requirements:—A Medical Practitioner who has had at least five years post graduate experience in the practice of medicine, holds a qualification in radiology and has practical experience in breast screening.

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

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

Enquiries to Gail Ward, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6216 4301, email [gail.ward@ths.tas.gov.au](mailto:gail.ward@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, 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

*Southern Region*

### **Senior Screening Services Officer (522273).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$56,487 – \$60,553 p.a.

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

Permanent full-time day work.

Location:—BreastScreen Screening Services, Hobart.

Duties:—We are seeking a Senior Screening Services Officer to join our team. If successful you will be assisting with the effective and efficient day-to-day functioning of BreastScreen Tasmania (BST) Screening and Assessment Clinics, staff and resources. Senior Screening Service Officer provides:

efficient and effective administrative support and frontline reception services to ensure timely and accurate processing of client data, files and radiographic images for reading.

high level administrative support to Counsellors, Radiologists and VMOs in the BST Program.

Desirable Requirements:—Knowledge of and experience in the use of medical terminology.

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

Enquiries to Lyn McKinley, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6216 4333, email [lyn.mckinley@ths.tas.gov.au](mailto:lyn.mckinley@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, 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

*Southern Region*

### **Staff Specialist (Radiology) (520023).**

Applications Close:—Friday, 18 September 2015.

Salary:—To be negotiated.

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

Permanent full-time day work.

Location:—BreastScreen, Hobart.

Duties:—BreastScreen Tasmania are seeking a Staff Specialist (Radiology) to provide screening and clinical assessment services for the early detection of breast cancer. Also to develop the BreastScreen Tasmania program through teaching, research and continuous quality improvement.

If this sounds like you, please apply!

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

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

Enquiries to Gail Ward, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6216 4301, email [gail.ward@ths.tas.gov.au](mailto:gail.ward@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, 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

*Southern Region*

Clinical Support

### **Deputy Manager Speech Pathology (516227).**

Applications Close:—Friday, 25 September 2015.

Salary:—\$95,983 – \$101,483 p.a.

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

Fixed-term full-time day worker, working 76 hours per fortnight for the period 01 February 2016 until 01 November 2016.

Location:—Speech Pathology Unit, Royal Hobart Hospital.

Duties:—Assist the Manager, Speech Pathology Services, with co-ordination and management of the speech pathology service, including supervision of staff and students. Be



responsible for the efficient and effective functioning of a group of speech pathologists working in multidisciplinary teams, providing leadership and direction and ensuring a high standard of service provision. Provide clinical leadership and professional support, and ensure best practice standards for speech pathology services provided, in accordance with organisational policies and the professional code of conduct.

Desirable Requirements:-

Relevant post graduate qualification in staff supervision/management.

Current Driver's Licence.

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

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

Enquiries to Tracey Graney, Acting Manager, Speech Pathology Services, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 8434, email [tracey.graney@ths.tas.gov.au](mailto:tracey.graney@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, 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*

Complex Chronic and Community

### ***Nurse Unit Manager (508418).***

Applications Close:—Friday, 25 September 2015.

Salary:—\$97,149 – \$99,594 p.a.

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

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

Location:—Oncology Inpatients, Royal Hobart Hospital.

Duties:—The Tasmanian Health Service is seeking a Nurse Unit Manager to join our team. The Nurse Unit Manager provides leadership to the Oncology Inpatients Unit of the Royal Hobart Hospital. They insure the efficient and effective provision of care, based on clinical standards and best practice principles, within a collaborative and multidisciplinary framework by co-ordinating the clinical, management, education and nursing research functions of the Oncology Inpatients Unit.

They lead and manage the co-ordination of overall patient care and are responsible for managing the allocated human, material and financial resources for service delivery within the Oncology Inpatients Unit.

Desirable Requirements:—Relevant post graduate qualifications.

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

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

Enquiries to Louise Nicholson, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6222 8238, email [louise.nicholson@ths.tas.gov.au](mailto:louise.nicholson@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, 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*

Corporate Services

### ***Vocational Education and Training (VET) Educator (522263).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$83,601 – \$94,132 pro rata, per annum.

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

Fixed-term casual as and when required, commencing as soon as possible, until 15 July 2016.

Location:—Argyle Street.

Duties:—Undertake vocational and educational training and assessment duties within a mental health context.

Prepare and conduct skills and assessment activities, including 'Recognition of Prior Learning' assessments.

Prepare, manage and co-ordinate teaching materials, resources and equipment for learning programs.

Provide advice on training materials and teaching equipment, as required.

Apply quality assurance and continuous improvement principles to all learning programs in accordance with the Quality Management System (QMS) and ensure both program delivery and assessments meet compliance requirements.

Actively encourage students and industry representatives to complete evaluation activities as part of quality assurance and continuous improvement practices.

Guide and support students in the RTO learning environment, their work placements and/or the workplace and monitor and follow-up on student attendance, engagement and progress.

Essential Requirements:—Current Certificate IV in Training and Assessment approved by the Australian Quality Training Framework. Minimum of five years' current vocational experience in Mental Health and/or Mental Health Peer Work (in accordance with Australian Skills Qualification Standards).

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

Desirable Requirements:—Experience in the delivery of Training and Assessment, Mental Health and/or Mental Health Peer Work programs.

Previous experience working within a vocational educational environment.

Enquiries to Charmaine Redding, Manager, Registered Training Organisation (RT0), Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 2710, email [charmaine.redding@ths.tas.gov.au](mailto:charmaine.redding@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*

Medicine Services

#### **Registered Nurse (several vacancies) (520683).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$58,432 – \$79,964 p.a.

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

Permanent full-time and part-time shift work (fully rotational). Working up to 76 hours per fortnight. Hours to be negotiated with successful applicants.

Location:—Assessment and Planning Unit, Royal Hobart Hospital.

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

Duties:—The Tasmanian Health Services is seeking applications from Registered Nurses interested in joining our team in the Assessment and Planning Unit in the Royal Hobart Hospital. The Registered Nurse strengthens health outcomes through the provision of safe quality, clinically appropriate nursing care in partnership with patients/clients, their families and other health professionals.

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

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

Enquiries to Jo Robertson, Department of Health and Human

Services and Tasmanian Health Service, phone (03) 6222 7012, email [jolene.carlton@ths.tas.gov.au](mailto:jolene.carlton@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, 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*

Womens and Childrens Services

#### **Nurse Unit Manager (NUM) Maternity Services (511278).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$97,149 – \$99,594 p.a.

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

Fixed-term full-time day work, working 76 hours per fortnight, commencing 4 October 2015 until 29 October 2016.

Location:—Maternity Unit Nursing, Royal Hobart Hospital.

Duties:—The Nurse Unit Manager leads and manages the co-ordination of patient care within Maternity Services in accordance with best practice principles and within a collaborative multidisciplinary framework.

Provides leadership in contemporary midwifery and nursing practice and promotes an environment conducive to innovation and change.

Manages the financial, physical and human resources of Maternity Services to achieve agreed service outcomes within the allocated budget.

Monitors, manages and reports on Maternity Services performance and activity levels.

Monitors and manages staff performance and development.

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

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

Desirable Requirements:—Relevant post graduate qualifications.

Enquiries to Heather Giannaros, Assistant Director of Nursing, Department of Health and Human Services and Tasmanian Health Service, mobile 0407189222, email [heather.giannaros@ths.tas.gov.au](mailto:heather.giannaros@ths.tas.gov.au).

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmania 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*

Womens and Childrens Services

## **Staff Specialist (Obstetrics and Gynaecology) (512543).**

Applications Close:—Friday, 9 October 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 as soon as possible.

Location:—Department of Obstetrics and Gynaecology, Royal Hobart Hospital.

Duties:—The Royal Hobart Hospital is looking to appoint a full-time Staff Specialist to provide services to Obstetrics and Gynaecology Unit, including diagnosis, treatment and care of both inpatients and outpatients.

The Royal Hobart Hospital is the tertiary referral centre for the State and provides tertiary care in most major areas of Obstetrics and Gynaecology. There is a level 3 Neonatal Intensive Care Unit which is also the tertiary referral unit for the state of Tasmania.

The Royal Hobart Hospital is the primary teaching hospital for the University Of Tasmania School Of Medicine.

The Department of Obstetrics and Gynaecology currently has 7 full-time Staff Specialists (including 2 Gynaecological Oncologists), 10 registrars (4 ITPs) and 6 Resident Medical Officers. In addition, 4 Visiting Medical Practitioners have sessional clinical commitments in the department.

The department provides tertiary services in Gynaecological Oncology and Maternal Foetal Medicine for the state of Tasmania.

The preferred candidate will be expected to provide clinical leadership as a member of the team managing high risk Obstetrics within the Feto maternal unit. Experience and or additional training/qualifications in this area will be considered highly desirable.

There are close links with the subspecialist services in Melbourne.

Desirable Requirements:—Recognition as an Obstetrician and Gynaecologist by the completion of Fellow of the Royal Australian and New Zealand College of Obstetricians and Gynaecologists (FRANZCOG) training or equivalent.

Experience in Obstetric Ultrasound.

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

Enquiries to Dr Sajid Patel, Department of Health and Human Services and Tasmanian Health Service, phone (03) 62227907, email [sajid.patel@ths.tas.gov.au](mailto:sajid.patel@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, 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*

Mersey Community Hospital

## **Clinical Nurse Consultant, Area Quality and Safety (515190).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$86,869 – \$90,857 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 6, Year 1 to Grade 6, Year 3.

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

Location:—Mersey Community Hospital, Latrobe.

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 Area Quality and Safety Officer to join the Quality and Safety team on a permanent basis. We are looking for someone who is able to co-ordinate, promote and evaluate the quality and safety and risk management agenda for the THS-North West Region.

Reporting to the Director, Accreditation and Service Improvement, this role encompasses a wide range of responsibilities including, but not limited to, providing a consultancy service for quality improvement programs and developing clinical and related policies, systems and processes for service delivery within the THS-North West Region.

Do you have?

Relevant knowledge of and commitment to continuous quality improvement and accreditation processes including risk management and the National standards.

Possession of a high level of interpersonal skills.

Well-developed planning and organisational skills including the ability to initiate and co-ordinate complex activities and projects.

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.

Desirable Requirements:—Current Driver's Licence.

Relevant post graduate qualifications.

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

The Head of the State Service has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—conviction check

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

Enquiries to Anne Cabalzar, Director, Accreditation and Service Improvement, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6464 3049, email [anne.cabalzar@ths.tas.gov.au](mailto:anne.cabalzar@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 274, Ulverstone 7315. 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 (Multiple) (514514).**

Applications Close:—Monday, 5 October 2015.

Salary:—\$58,432 – \$79,964 p.a.

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

Permanent full-time and part-time shift worker roles available, working up to 76 hours per fortnight.

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.

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

Who are we looking for?

We are seeking motivated and experienced Registered Emergency Nurses who are passionate about the greatest quality of care, ensuring they collaborate with members of the multidisciplinary healthcare team. Ideally you would have at least 2 years working in Emergency or Critical Care Nursing. Within the dynamic multidisciplinary team, you will contribute to a strong professional team approach through open communication and a positive supportive environment.

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

Do you have?

Current Registration.

Sound interpersonal and communication skills.

Knowledge of continuous quality improvement.

Ability to undertake client education.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

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

Enquiries to Lynn Sims, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6426 5303, email [lynn.sims@ths.tas.gov.au](mailto:lynn.sims@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 274, Ulverstone 7315. 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

### **Senior Speech Pathologist (514475).**

Applications Close:—Friday, 18 September 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 worker, working 30.4 hours per fortnight until July 2016.

Location:—Mersey Community Hospital.

Who are we?

The Tasmanian Health Service (THS) 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 Speech Pathologist to provide clinical expertise in assessment, diagnosis and treatment of inpatients and outpatients referred to the Speech Pathology Service of the THS ? North West Region and the Mersey Community Hospital. The caseload is mainly adult, however may include some paediatric clients.

Reporting to the Manager Speech Pathology Services, this role encompasses a wide range of responsibilities including, but not limited to, the provision of a safe, effective and efficient speech pathology service, provision of clinical leadership and supervision and to develop, implement and evaluate quality improvement programs within the THS ? North West Region.



Do you have?

Demonstrated experience and expertise in the clinical management of speech pathology.

Demonstrated ability to exercise professional judgement and initiative.

Proven ability to work collaboratively as part of a multidisciplinary team.

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 or diploma in Applied Science, Speech Pathology or equivalent and eligibility for membership of Speech Pathology Australia (SPA).

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

Enquiries to Sonia Doran, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6421 7720, email [sonia.doran@ths.tas.gov.au](mailto:sonia.doran@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 274, Ulverstone 7315. 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*

North West Regional Hospital

### **Registered Nurse, Oncology (502178).**

Applications Close:—Friday, 18 September 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 part-time day worker, working 32 hours per fortnight.

Location:—North West Regional Hospital, Burnie.

Who are we?

The Tasmanian Health Service, North West Region is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community in Tasmania's beautiful North West. We are committed to providing the highest levels of healthcare and services and value Person Centred Care, Respect, Integrity, Dedication and Excellence.

This position is based in the Oncology department of the North West Regional Hospital. The new Cancer Centre is currently under construction and will be a state of the art facility for the delivery of Radiation and Oncology Services. The incumbent can look forward to transitioning with our fantastic team of Nursing staff from the existing facility to the new centre.

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; you will contribute to a strong professional team approach through open communication and a positive supportive attitude.

Current Oncology knowledge and skills are highly desirable and preference will be given to applicants who can demonstrate this. Post Graduate studies and or the willingness to undertake studies in Cancer Nursing will also be desirable.

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.

Please note that access to the Grade 4 salary range 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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Janine Griffin, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6430 6594, email [Janine.griffin@ths.tas.gov.au](mailto:Janine.griffin@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 274, Ulverstone 7315. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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## INTEGRITY COMMISSION

**Senior Misconduct Prevention (Research and Education) Officer (356577).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$84,539 – \$94,996 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time 73.50 hours per fortnight.

Location:—Hobart.

Duties:—Undertake research, analysis and development of innovative solutions, resources, proposals and recommendations in relation to misconduct prevention, managing misconduct risk and for improved ethical behaviour in public authorities. Prepare a range of high quality complex documents including business cases, briefings, reports, project plans and submissions. Establish and maintain productive collaborative working relationships with a wide range of internal and external stakeholders.

The Head of the State Service has determined that the person nominated for this position must satisfy a pre-employment check in the following areas: 1) Criminal Activity: 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 and crimes involving conspiracy. Disciplinary/managerial action in previous employment. Identification check. Satisfy a stringent security vetting process in accordance with national standards.

Desirable Requirements:—Relevant tertiary qualifications, for example in law or management.

Experience working in/with the public sector.

Enquiries to Nic D'Alessandro, Manager Misconduct Prevention Education and Research, Integrity Commission, phone 1300 720 289, email nic.d'alessandro@integrity.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Integrity Commission, 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](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Nic D'Alessandro on 1300 720 289.

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

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

## JUSTICE

## OFFICE OF THE DIRECTOR OF PUBLIC PROSECUTIONS

**Administrative Assistant (356727).**

Applications Close:—Friday, 18 September 2015.

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

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time working 36 hours and 45 minutes each fortnight, 3 hours and 40 minutes per day.

Location:—Hobart.

Duties:—Undertake a wide range of clerical and

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

Essential Requirements:-

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

1) The following checks are to be conducted; 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. 2) Disciplinary action in previous employment check. 3) Identification check.

Enquiries to Carolyn Upston, Criminal Case Co-ordinator, Office of the Director of Public Prosecutions, Department of Justice, phone (03) 6165 3589, email carolyn.upston@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](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Carolyn Upston on (03) 6165 3589.

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

## SUPREME COURT

## Launceston

**Judges Attendant/Security Officer (356742).**

Applications Close:—Friday, 18 September 2015.

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

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term casual as and when required for a period of 3 years.

Location:—Launceston.

Duties:—Provide administrative assistance to the judges of the Supreme Court by attending Judges in Court and in Chambers including: ensuring the availability of reference material; maintaining lists of authorities; preparing court rooms, chambers and jury rooms; swearing in witnesses, jurors and other personnel; assist the Associate and when required act as the Associate; and organise travel and equipment for Judges on circuit. Provide security support to the Court by ensuring court rooms are secure and that files and exhibits are protected whilst in court rooms and in transit.

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 current driver's licence.

Enquiries to Chris Nason, District Registrar, Supreme Court of Tasmania, Department of Justice, phone (03) 6777 2875, email [Chris.Nason@supremecourt.tas.gov.au](mailto:Chris.Nason@supremecourt.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](mailto:applications@justice.tas.gov.au).

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Chris Nason on (03) 6777 2875.

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

### TASMANIA PRISON SERVICE

#### ***Correctional Officer (Various positions).***

Applications Close:—Friday, 25 September 2015.

Salary:—See Below.

Correctional Officers Agreement 2013.

Permanent full-time 76 hours per fortnight.

Location:—Southern and Northern Regions.

Applicants who have applied in the last 12 months need not reapply.

The Tasmania Prison Service is seeking highly motivated people who are looking for a challenging career in the correctional field with a dynamic, diverse and progressive organisation.

Correctional officers come from a wide range of backgrounds including finance, hospitality and trades. They join us because the work is rewarding, diverse and absorbing. Although it's not without its challenges, being a Correctional Officer delivers a large amount of job satisfaction and the knowledge that they are playing an active role in the rehabilitation and reintegration of prisoners, while contributing to the safety of the Tasmanian community.

If you are successful in joining us, you'll be rewarded with stable employment, career opportunities, good work/life balance and attractive employment conditions and entitlements.

Salary: During training the salary is \$47,858 per annum. At the successful completion of training there are two working arrangements, full shift (salary range \$65,800 – \$71,838) and day shift (salary range \$51,406 – \$56,123). However note that initially all new staff will be expected to work full shift arrangements upon completion of training.

Information Night: To learn more about this challenging career, you are invited to attend an information night in Hobart. Attendance is optional and there is no obligation to proceed with an application if you attend. Please contact Alike Ertl as listed below for date and venue details or general enquiries.

Applicants should have good levels of literacy, numeracy and computer literacy.

Essential Requirements:—Physical fitness, medical suitability and psychological characteristics appropriate to the duties of Correctional Officer.

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:—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 Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Desirable Requirements:—Current unrestricted driver's licence.

Applications to Alike Ertl, Administration Officer, Tasmania Prison Service, Department of Justice, P.O. Box 24, Lindisfarne TAS 7015, phone 1800 233 911 or (03) 6216 8156, email [correctional.officer.recruiting@justice.tas.gov.au](mailto:correctional.officer.recruiting@justice.tas.gov.au).

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Alike Ertl on 1800 233 911 or (03) 6216 8156.

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

### TASMANIA PRISON SERVICE

#### ***Planning Officer (355386).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$64,119 – \$73,199 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time working 73.5 hours per fortnight.

Location:—Rison Prison.

Desirable Requirements:—Degree in Social Work, Psychology or Counselling.

Duties:—Provide evidence based criminogenic assessment for offenders as suitable for a co-ordinated intervention. Conduct assessments utilising TPS approved tools. Discuss with inmates the results of assessment and formulate goals. Develop comprehensive case plans and make referrals and or recommendations in line with individual case plans.

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:—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 Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Enquiries to Norman Alexander, Acting Team Leader, Planning and Reintegration, IOM Unit, Tasmania Prison Service, Department of Justice, phone (03) 6216 8203, email [norman.alexander@justice.tas.gov.au](mailto:norman.alexander@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](mailto:applications@justice.tas.gov.au).

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Norman Alexander on 6216 8203.

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

### TASMANIAN INDUSTRIAL COMMISSION

#### ***Associate/Registry Officer (355050).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$64,119 – \$73,199 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time 73.50 hours per fortnight for a period of 2 years.

Location:—Hobart.

Duties:—Provide a high level of executive assistance and administrative support to members of the Commission. Prepare draft orders, awards, correspondence and related Commission documents. In consultation with the Commissioner and the Registry, set down hearings. Attend Commission hearings (state-wide) and attend to procedural requirements including the proper and accurate recording of Commission proceedings.

Enquiries to Alison Oakes, Registrar, Tasmanian Industrial Commission, Department of Justice, phone (03) 6165 6771, email [TIC@justice.tas.gov.au](mailto:TIC@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](mailto:applications@justice.tas.gov.au).

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Alison Oakes on (03) 6165 6771.

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

### CORPORATE SERVICES

#### *Finance and Payroll Services*

#### ***Team Leader Payroll Services (002415).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$64,119 – \$73,199 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—Supervise a team in ensuring appropriate quality assurance measures and data integrity for all associated payroll and personnel functions.

Qualifications and Experience:—Knowledge and expertise consistent with qualifications recognised at Diploma and Advanced Diploma or equivalent 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 for: Crimes of violence, Sex related offences, Serious drug offences, Crimes involving dishonesty, Serious traffic offences.

Enquiries to Mr John Lampkin, Manager Payroll Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, Tas, 7001, phone (03) 6173 2216, email [John.lampkin@police.tas.gov.au](mailto:John.lampkin@police.tas.gov.au).

Applications to Co-ordinator, Employee Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, Tas, 7001, phone (03) 6173 2071, email [Applications@police.tas.gov.au](mailto:Applications@police.tas.gov.au).

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Services on (03) 6173 2071. Please ensure that your application is in either Microsoft Word format, PDF or RTF (rich text format).

## POLICE AND EMERGENCY MANAGEMENT

### NORTHERN DISTRICT

#### *Northern Prosecution Services*

#### ***Safe at Home Legal Practitioner (003328).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$52,994 – \$67,104 p.a.

Legal Practitioners Agreement 2014, Level 1.

Permanent full-time.

Location:—Launceston.

Duties:—Safe at Home is a pro arrest, pro prosecution response to family violence that integrates and extends the range of services available to support victims and children. Safe at Home Legal Practitioners will provide legal support to the Department in relation to family violence matters.

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



Essential Requirements:—Admitted, or qualified for and entitled to be admitted, to the legal profession under the provisions of the Legal Profession Act 2007.

Enquiries to Mr Mark Miller, Principal Legal Officer, Legal Services, Department of Police and Emergency Management, phone (03) 6173 2382, email mark.miller@police.tas.gov.au.

Applications to Co-ordinator, Employee Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, Tas, 7001, phone (03) 6173 2071, email applications@police.tas.gov.au.

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Services on (03) 6173 2071. Please ensure that your application is in either Microsoft Word format, PDF or RTF (rich text format).

## POLICE AND EMERGENCY MANAGEMENT

### SOUTHERN DISTRICT

#### *Southern Regional Prosecution Services*

#### ***Safe at Home Legal Practitioner (two vacancies) (003325 and 003326).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$52,994 – \$67,104 p.a.

Legal Practitioners Agreement 2014, Level 1.

Permanent full-time.

Location:—Hobart.

Duties:—Safe at Home is a pro arrest, pro prosecution response to family violence that integrates and extends the range of services available to support victims and children. Safe at Home Legal Practitioners will provide legal support to the Department in relation to family violence matters.

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

Desirable Requirements:—Admitted, or qualified for and entitled to be admitted, to the legal profession under the provisions of the Legal Profession Act 2007.

Enquiries to Mr Mark Miller, Principal Legal Officer, Legal Services, Department of Police and Emergency Management, phone (03) 6173 2382, email mark.miller@police.tas.gov.au.

Applications to Co-ordinator, Employee Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, Tas, 7001, phone (03) 6173 2071, email applications@police.tas.gov.au.

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Services on (03) 6173 2071. Please ensure that your application is in either Microsoft Word format, PDF or RTF (rich text format).

## POLICE AND EMERGENCY MANAGEMENT

### TASMANIA FIRE SERVICE

#### *Fire Management Unit*

#### ***Spatial Information Officer (521594T).***

Applications Close:—Thursday, 17 September 2015.

Salary:—\$71,604 – \$77,591 p.a.

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

Fixed-term full-time for 2 years.

Location:—Hobart.

Duties:—Provide GIS and desktop mapping support to assist in planning, preparedness, response and recovery for bushfire risk assessment and strategic fire management planning. Investigate, co-ordinate, develop, implement and refine operational systems and procedures for risk assessment data acquisition, data integration, data maintenance and operational response.

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

A current drivers 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 Sandra Whight on (03) 6230 8713 or from www.jobs.tas.gov.au.

Enquiries to Sandra Whight on (03) 6230 8713.

Applications to Tasmania Fire Service, G.P.O. Box 1526, Hobart, 7001 or fax (03) 6234 6647 or email employment@fire.tas.gov.au.

## POLICE AND EMERGENCY MANAGEMENT

### WESTERN DISTRICT

#### *Western Prosecution Services*

#### ***Safe at Home Legal Practitioner (003327).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$52,994 – \$67,104 p.a.

Legal Practitioners Agreement 2014, Level 1.

Permanent full-time.

Location:—Devonport.

Duties:—Safe at Home is a pro arrest, pro prosecution response to family violence that integrates and extends the range of services available to support victims and children. Safe at Home Legal Practitioners will provide legal support to the Department in relation to family violence matters.

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

Essential Requirements:—Admitted, or qualified for and entitled to be admitted, to the legal profession under the provisions of the Legal Profession Act 2007.

Enquiries to Mr Mark Miller, Principal Legal Officer, Legal Services, Department of Police and Emergency Management, phone (03) 6173 2382, email mark.miller@police.tas.gov.au.

Applications to Co-ordinator, Employee Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, Tas, 7001, phone (03) 6173 2071, email applications@police.tas.gov.au.

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Services on (03) 6173 2071. Please ensure that your application is in either Microsoft Word format, PDF or RTF (rich text format).

#### PREMIER AND CABINET

##### CORPORATE AND GOVERNANCE

##### *Communications and Protocol Unit*

#### ***Assistant Manager, Communications and Marketing (002325).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$100,355 – \$104,931 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time.

Location:—Hobart.

Duties:—Manage the effective delivery of the Communications and Protocol Unit's (CPU) communications and marketing services to contribute to the achievement of the objectives of CPU and the broader Department of Premier and Cabinet (DPAC).

Provide specialist, authoritative and consultative advice to internal and external stakeholders, including senior management, Ministerial Offices, other Tasmanian Government agencies and major stakeholders, and lead and manage a team of staff.

Desirable Requirements:—Desirable, but not mandatory, requirements are: relevant formal tertiary qualification and/or professional experience in communications and marketing; and a current motor vehicle driver's licence.

Enquiries to Mandy Denby, Manager (Communications and Protocol Unit), Department of Premier and Cabinet, phone (03) 6270 5474, email mandy.denby@dpac.tas.gov.au.

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

#### PREMIER AND CABINET

##### TMD

##### *Business Support*

#### ***Project Officer (001800).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$77,012 – \$79,354 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Fixed-term full-time (26 October 2015 to 25 October 2016).

Location:—Hobart.

Duties:—Provide project support services for the internal and external projects delivered by the Program Management Group. The program includes delivery of new and redeveloped whole of government services in the areas of technology services, telecommunications and business applications, with the objective of developing sustainable commodity services that provide benefits to individual agencies and government as a whole.

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

Enquiries to Peter Padd, Manager Program Office, TMD, Department of Premier and Cabinet, phone (03) 6166 3131, email peter.padd@dpac.tas.gov.au.

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

#### PREMIER AND CABINET

##### SERVICE TASMANIA

#### ***Client Service Officer (703084).***

Applications Close:—Friday, 18 September 2015.

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

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time (36.75 hours per fortnight).

Location:—Southern Region/Sorell.

Duties:—To provide accurate and efficient client focused services for a broad range of Government business transactions and information services including collection and receipt of monies and providing information.

The successful applicant will work Monday to Friday on a rotational roster. The work hours of 36 hours 45 minutes per fortnight will be scheduled to align with business needs and the successful applicant will be required to be flexible in working the assigned hours.

The role will be located within the Southern Region and initially located in Sorell, however the occupant may be required to work at other Service Tasmania shops within the Southern Region.

Essential Requirements:—The Head of the State Service has determined that the person nominated for this position is to satisfy a pre-employment National Criminal History Police Check before taking up the appointment, promotion or transfer. The following check is to be conducted: Checks for criminal charges, convictions or findings of guilt for: crimes involving dishonesty, crimes of violence, sex related offences, serious drug offences, traffic violations, criminal or traffic charges (but not including parking infringements).

Enquiries to Shane Bourke, Regional Manager, Service Tasmania, Department of Premier and Cabinet, phone (03) 6165 4193, email shane.bourke@dpac.tas.gov.au.

Applications to Sarah Warner, HR Consultant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart Tas 7001, email job.application@dpac.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND  
ENVIRONMENT

LAND TASMANIA

*Directorate*

**Executive Officer (706457).**

Applications Close:—Friday, 18 September 2015.

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

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time from 12/10/15-29/1/16, or until the return of the substantive occupant, whichever is the sooner.

Location:—Hobart.

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

Applicants should note that while this vacancy has been advertised as full-time, DPIPWE may be prepared to negotiate a part-time arrangement with the successful applicant.

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

Duties:—Co-ordinate executive services for the Land Tasmania Division and provide support to the General Manager and Manager (Divisional Administration) and manage the Ministerial correspondence for the Division.

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 Emilie Linscott, Department of Primary Industries, Parks, Water and Environment, phone (03) 6165 4111, email [emilie.linscott@dpiuwe.tas.gov.au](mailto:emilie.linscott@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 3198, fax (03) 6233 3682, email [job.applications@dpiuwe.tas.gov.au](mailto:job.applications@dpiuwe.tas.gov.au).

PRIMARY INDUSTRIES, PARKS, WATER AND  
ENVIRONMENT

NATURAL AND CULTURAL HERITAGE

*Wildlife Management*

**Section Head, Wildlife Operations (700679).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$84,539 – \$94,996 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Launceston.

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

Duties:—Manage the Department's enforcement compliance team to ensure the sustainable use and conservation of wildlife across Tasmania, consistent with relevant laws according to the Department's legislation compliance framework.

Essential Requirements:—A current motor vehicle driver's licence.

Desirable Requirements:—A workplace Level 2 First Aid Certificate, or equivalent or the ability to acquire prior to appointment. A current firearms licence or the ability to acquire an authority under the Firearms Act 1996.

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 Karen Steenhuis, phone (03) 6165 3148, email [karen.steenhuis@dpiuwe.tas.gov.au](mailto:karen.steenhuis@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 3198, fax (03) 6233 3682, email [job.applications@dpiuwe.tas.gov.au](mailto:job.applications@dpiuwe.tas.gov.au).

PRIMARY INDUSTRIES, PARKS, WATER AND  
ENVIRONMENT

OFFICE OF RACING INTEGRITY

**Stipendiary Steward (2 vacancies).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term casual.

Location:—370781 (Hobart) and 372257 (Launceston).

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

Duties:—Provide support to the Chairman of Stewards in the conduct of race meetings and related duties.

The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: Crimes involving dishonesty including illegal betting or gambling. Serious traffic offences. Crimes of violence.

Desirable Requirements:—A current motor vehicle driver's licence.

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 Stuart Bowman, phone (03) 6777 1902, email [stuart.bowman@racingintegrity.tas.gov.au](mailto:stuart.bowman@racingintegrity.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 3198, fax (03) 6233 3682, email [job.applications@dpiuwe.tas.gov.au](mailto:job.applications@dpiuwe.tas.gov.au).

PRIMARY INDUSTRIES, PARKS, WATER AND  
ENVIRONMENT

WATER AND MARINE RESOURCES

*Licensing and Administration*

**Fisheries Monitoring Officer (702256).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time.

Location:—Hobart.

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

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

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 Denise Garcia, phone (03) 6165 3017, email [denise.garcia@dipwe.tas.gov.au](mailto:denise.garcia@dipwe.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 3198, fax (03) 6233 3682, email [job.applications@dipwe.tas.gov.au](mailto:job.applications@dipwe.tas.gov.au).

STATE GROWTH

BUSINESS SERVICES

*ICT and Spatial Services*

**Manager Corporate Information (371501).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$100,355 – \$104,931 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time.

Location:—Hobart.

Duties:—Develop strategic papers to address complex agency wide corporate information management directions, including developing and implementing policies and guidelines for the management of corporate information in accordance with relevant legislation, government policies and guidelines (including the Evidence Act, Audit Act and Australian Standards on Records Management).

Provide leadership for the management of State Growth's Business Classification System to enable correct classification and the timely retrieval of complete and accurate corporate information.

Provide leadership for the implementation of record keeping systems to support the effective tracking and flow of information throughout the Department, and the consistent and secure storage of confidential and politically sensitive information within State Growth's Electronic Records and Document Management Systems (EDRMS).

Provide authoritative specialist advice to senior managers in

State Growth on the management and preservation of corporate information and deliver authoritative leadership direction and management of the Department's disposal schedules in accordance with the Archives Act 1983 and any other relevant instructions.

Manage specific projects assigned by the Director, including the research, design and preparation of business cases, the preparation and execution of business plans and the control of project resources, stakeholders and schedules.

Provide leadership and guidance to the Supervisor, Corporate Information Services and staff in the management of financial, human and physical resources in the work area, ensuring business excellence in the provision of information management services.

Desirable Requirements:—Relevant tertiary or industry recognised qualifications and affiliations are highly desirable.

An appropriate tertiary qualification in a relevant discipline (e.g. Computer Science or Information Technology, etc) or equivalent experience.

Proven working experience in information management and administration.

Enquiries to Ian Hughes, Director Information Communication Technology, Department of State Growth, 22 Elizabeth Street, Hobart Tas 7000, phone (03) 6166 3151, email [Ian.Hughes@stategrowth.tas.gov.au](mailto:Ian.Hughes@stategrowth.tas.gov.au).

Applications to Operations Services, People and Culture, Department of State Growth, G.P.O. Box 536, Hobart Tas 7001, phone (03) 6166 3300, email [recruitment@stategrowth.tas.gov.au](mailto:recruitment@stategrowth.tas.gov.au).

STATE GROWTH

INDUSTRY AND BUSINESS DEVELOPMENT

*Cultural Industries and Tourism Supply Support*

Tasmanian Museum and Art Gallery

**Aboriginal Learning Facilitator (372716).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$57,249 – \$61,373 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term full-time 3 years.

Location:—Hobart.

Duties:—Undertake functions associated with the delivery of a wide range of public programs in accordance with the priorities, goals and objectives of TMAG. Such functions will include the delivery of interpretive tours, education programs, virtual tours, events and workshops both on-site and off-site.

Under guidance assist in the planning, development, co-ordination, monitoring and evaluation of TMAG public programs.

Assist in the preparation of publications and media based products for schools, including but not limited to, 'The Black Box – Tasmanian Aboriginal cultural loan box'.

Liaise with schools and assist in the development of partnerships and deliver curriculum based programs related to the museum collection, in the museum and/or schools.

Liaise with departments, public bodies and the community to encourage participation in museum activities, with particular reference and relationship to the Tasmanian Department of Education (DoE) schools and DoE Aboriginal Education Services Unit.

Assist with the development, marketing and delivery of commercial programs and products related to museum events, displays and exhibitions.



**Aboriginality.** The Director, State Service Management Office has determined that this is an Aboriginal Identified role that will be filled in accordance with Employment Direction No. 10: Aboriginal and Torres Strait Islander Employment in the Tasmanian State Service.

**Working with Children Registration.** The Department of State Growth has determined that this is a position identified as undertaking child related regulated activities in-line with the definitions of the Registration to Work with Vulnerable People Act 2013, and as such any occupant of this position will require a current Working with Children Registration. To register you will need to follow the links and information at [http://www.justice.tas.gov.au/working\\_with\\_children/who\\_needs\\_registration](http://www.justice.tas.gov.au/working_with_children/who_needs_registration). As this registration is an essential requirement of this position it must remain current and valid at all times whilst employed in the position. The status of the registration may be checked at any time during employment. It is the employee's responsibility to ensure that the registration remains current and to advise the Employer if their circumstances change. This includes notifying the Employer of any new criminal convictions or if a registration is revoked, cancelled or has its conditions altered.

**Desirable Requirements:**—An appropriate tertiary degree or diploma from a recognised Australian institution.

Previous experience in the education and/or public programs area of a museum or cultural attraction.

Enquiries to Richard Hale, Program Design and Delivery Officer, Department of State Growth, 40 Macquarie Street, Hobart TAS 7000, phone 61 65 7054, email [Richard.Hale@tmag.tas.gov.au](mailto:Richard.Hale@tmag.tas.gov.au).

Applications to Operations Services, People and Culture, Department of State Growth, G.P.O. Box 536, Hobart Tas 7001, phone (03) 6165 5193, email [recruitment@stategrowth.tas.gov.au](mailto:recruitment@stategrowth.tas.gov.au).

#### TASMANIAN AUDIT OFFICE

##### **Graduate Financial Auditor (2 Vacancies).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$57,249 – \$67,551 p.a.

Tasmanian State Service Award, Graduate.

Vacancy No. 356647.

Fixed-term full-time 73.50 hours per fortnight for a period of 3 years.

Location:—Hobart.

Vacancy No. 356510.

Fixed-term full-time 73.50 hours per fortnight for a period of 3 years.

Location:—Hobart.

**Duties:**—These graduate roles will perform a range of duties including, assisting in the planning of audits, assisting with the conduct of allocated audits tasks, recording audit results for review by team leader, monitoring and effectively managing assigned audits within agreed or set timeframes, budgets and standards, undertaking team leader roles as defined by the Office and, in consultation with clients, prepare drafts for the Auditor-General's Report to Parliament.

**Essential Requirements:**—Have recently completed a relevant degree which provides eligibility to undertake a relevant post graduate qualification.

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

Conviction 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:**—Driver's Licence.

Enquiries to Jara Dean, Assistant Auditor-General, Tasmanian Audit Office, phone (03) 6173 0900, email [jara.dean@audit.tas.gov.au](mailto:jara.dean@audit.tas.gov.au).

Applications to Recruitment and Establishment, Human Resources, Tasmanian Audit Office, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6165 4912, email [applications@justice.tas.gov.au](mailto:applications@justice.tas.gov.au).

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Anne Cunningham on (03) 6173 0900.

The Office 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.

#### TASTAFE

##### EDUCATION SERVICES

##### **Education Manager, Business Administration and Management (969379).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$100,355 – \$104,931 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time 73.50 hours per fortnight.

Location:—Business Administration and Management South.

**Description:**—The Education Manager is responsible for the key outcomes of a defined vocational education and training team, which may be across one or more vocational areas. Outcomes include compliance with standards as determined by the national regulator. The Education Manager will ensure that students receive a high quality VET experience leading to a Nationally Accredited Course or Qualification and will allocate teaching and related duties to a team of teachers and timetable their tasks in a fair and reasonable manner. The Education Manager will have delegated responsibility for human, physical and financial transactions, and be held accountable for the exercising of these delegations. The Education Manager will also be a strong and positive contributor for the development and demonstration of an effective leadership team ethos across TasTAFE.

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

**Desirable Requirements:**—A tertiary qualification in educational leadership or business management.

Experience in a post-year 10 educational environment.

A proven record of senior management experience, particularly in a large, complex education organisation.

Enquiries to Brendan Holland, Division Manager, TasTAFE, phone 0428656549, email [brendan.holland@TasTAFE.tas.edu.au](mailto:brendan.holland@TasTAFE.tas.edu.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](mailto: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.

#### TASTAFE

##### EDUCATION SERVICES

#### ***Education Manager, Community and Childrens (3 Vacancies).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$100,355 – \$104,931 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Vacancy No. 969377.

Permanent full-time 73.50 hours per fortnight.

Location:—Community and Childrens North West.

Vacancy No. 969373.

Permanent full-time 73.50 hours per fortnight.

Location:—Community and Childrens North.

Vacancy No. 969380.

Permanent full-time 73.50 hours per fortnight.

Location:—Community and Childrens South.

Description of the role:—The Education Manager is responsible for the key outcomes of a defined vocational education and training team, which may be across one or more vocational areas. Outcomes include compliance with standards as determined by the national regulator.

The Education Manager will ensure that students receive a high quality VET experience leading to a Nationally Accredited Course or Qualification and will allocate teaching and related duties to a team of teachers and timetable their tasks in a fair and reasonable manner. The Education Manager will have delegated responsibility for human, physical and financial transactions, and be held accountable for the exercising of these delegations. The Education Manager will also be a strong and positive contributor for the development and demonstration of an effective leadership team ethos across TasTAFE.

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

Desirable Requirements:—A tertiary qualification in educational leadership or business management.

Experience in a post-year 10 educational environment.

A proven record of senior management experience, particularly in a large, complex education organisation.

Enquiries to Brendan Holland, Division Manager, TasTAFE, phone 0428 656 549, email [brendan.holland@TasTAFE.tas.edu.au](mailto:brendan.holland@TasTAFE.tas.edu.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](mailto: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.

#### TASTAFE

##### EDUCATION SERVICES

#### ***Education Manager, Health, Aged and Disability NW/Allied Health and Dental Statewide (969375).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$100,355 – \$104,931 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time 73.50 hours per fortnight.

Location:—North West.

Description of the role:—The Education Manager is responsible for the key outcomes of a defined vocational education and training team, which may be across one or more vocational areas. Outcomes include compliance with standards as determined by the national regulator. The Education Manager will ensure that students receive a high quality VET experience leading to a Nationally Accredited Course or Qualification and will allocate teaching and related duties to a team of teachers and timetable their tasks in a fair and reasonable manner. The Education Manager will have delegated responsibility for human, physical and financial transactions, and be held accountable for the exercising of these delegations. The Education Manager will also be a strong and positive contributor for the development and demonstration of an effective leadership team ethos across TasTAFE.

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

Desirable Requirements:—A tertiary qualification in educational leadership or business management.

Experience in a post-year 10 educational environment.

A proven record of senior management experience, particularly in a large, complex education organisation.

Enquiries to Brendan Holland, Division Manager, TasTAFE, phone 0428 656 549, email [brendan.holland@TasTAFE.tas.edu.au](mailto:brendan.holland@TasTAFE.tas.edu.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](mailto: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.

#### TASTAFE

##### EDUCATION SERVICES

#### ***Education Manager, Vocational Preparation (969378).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$100,355 – \$104,931 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time 73.50 hours per fortnight.

Location:—Vocational Preparation North-North West.

Description:—The Education Manager is responsible for the key outcomes of a defined vocational education and training team, which may be across one or more vocational areas. Outcomes include compliance with standards as determined by the national regulator. The Education Manager will ensure that students receive a high quality VET experience leading to a Nationally Accredited Course or Qualification and will allocate teaching and related duties to a team of teachers and timetable their tasks in a fair and reasonable manner. The Education Manager will have delegated responsibility for human, physical and financial transactions, and be held accountable for the exercising of these delegations. The Education Manager will also be a strong and positive contributor for the development and demonstration of an effective leadership team ethos across TasTAFE.

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

Desirable Requirements:—A tertiary qualification in educational leadership or business management.

Experience in a post-year 10 educational environment.

A proven record of senior management experience, particularly in a large, complex education organisation.

Enquiries to Christy-lee Hunt, Manager Centre of Vocational Preparation and English Language Services, TasTAFE, phone (03) 6165 5807, email [christy-lee.hunt@TasTAFE.tas.edu.au](mailto:christy-lee.hunt@TasTAFE.tas.edu.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](mailto: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.

#### TASTAFE

##### EDUCATION SERVICES

#### ***International Student Advisor (966239).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$84,539 – \$94,996 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 6.

Permanent part-time 36.75 hours per fortnight.

Location:—South.

Description:—Ensure the organisation complies with Standard 6 Student Support Services of the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007. Ensure that staff who interact directly with international students are aware of the providers' obligations under the Educational Services for Overseas Students Act (ESOS) framework and the potential implications for students arising from the exercise of these obligations. Provide counselling, pastoral care, administrative and clerical services across a range of community, human and educational resource issues concerning fee-paying international students in line with the requirements of the ESOS Act. Deal with the complexity of providing these student services while working within this specialised legislated framework.

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

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

A relevant tertiary qualification.

Enquiries to Jan Wallace, Manager Student Experience and Compliance Unit, TasTAFE, phone (03) 6165 6523, email [jan.wallace@TasTAFE.tas.edu.au](mailto:jan.wallace@TasTAFE.tas.edu.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](mailto: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.

#### TASTAFE

##### EDUCATION SERVICES

#### ***Teacher, Community and Children's South (Education Support Teacher) (967793).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$56,488 – \$87,584 pro rata, per annum.

TasTAFE Teaching Staff Award, Teacher.

Permanent part-time 56 hours per fortnight.

Location:—South.

Description:—Undertake teaching and assessment duties in



a variety of contexts and in line with relevant standards and compliance requirements. The occupant is required to regularly monitor and evaluate practice in order to maintain a focus on continuous improvement.

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

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

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

Enquiries to Sherylyn Brakey, Education Manager, TasTAFE, phone (03) 6165 6577, email sherylyn.brakey@TasTAFE.tas.edu.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.

#### TASTAFE

##### EDUCATION SERVICES

##### *Creative Industry Agriculture*

#### ***Education Manager, Agriculture, Horticulture and Conservation Land Management (2 Vacancies).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$100,355 – \$104,931 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Vacancy No. 969376.

Permanent full-time 73.50 hours per fortnight.

Location:—Agriculture Horticulture and CLM North.

Vacancy No. 969681.

Permanent full-time 73.50 hours per fortnight.

Location:—Agriculture Horticulture and CLM South.

**Description of the role:**—The Education Manager is responsible for the key outcomes of a defined vocational education and training team, which may be across one or more vocational areas. Outcomes include compliance with standards as determined by the national regulator. The Education Manager will ensure that students receive a high quality VET experience leading to a Nationally Accredited Course or Qualification and will allocate teaching and related duties to a team of teachers and timetable their tasks in a fair and reasonable manner. The Education Manager will have delegated responsibility for human, physical and financial transactions, and be held accountable for the exercising of these delegations. The Education Manager will also be a strong and

positive contributor for the development and demonstration of an effective leadership team ethos across TasTAFE.

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

**Desirable Requirements:**—A tertiary qualification in educational leadership or business management.

Experience in a post-year 10 educational environment.

A proven record of senior management experience, particularly in a large, complex education organisation.

Enquiries to Paul Lennard, Acting Division Manager, TasTAFE, phone (03) 6165 5936, email paul.lennard@TasTAFE.tas.edu.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.

#### TASTAFE

##### PEOPLE CULTURE AND SAFETY

#### ***Consultant, Workers Compensation and Injury Management (970057).***

Applications Close:—Friday, 18 September 2015.

Salary:—\$64,119 – \$73,199 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time 73.5 hours per fortnight.

Location:—South.

**Description:**—Co-ordinate and manage the department's workers compensation claims, non-work related injuries/illness and return to work processes; to achieve the Injury Management Program objectives. The provision of consultancy advice to managers and employees in the area of workers compensation and injury management is also a key component.

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

**Desirable Requirements:**—Certificate IV in Personal Injury Management (Return-to-Work) or an equivalent qualification or progress towards.

Enquiries to Wendy Ayers, Senior Consultant Work Health and Safety, TasTAFE, phone (03) 6777 2526, email wendy.ayers@TasTAFE.tas.edu.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](mailto: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.

## TREASURY AND FINANCE

### BUDGET AND FINANCE DIVISION

#### *Budget Information Management Systems Project*

#### **Principal Business Analyst (724325).**

Applications Close:—Friday, 25 September 2015.

Salary:—\$84,539 – \$94,996 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time or part-time to no less than 0.8 FTE. As soon as possible until 30 June 2018.

Location:—Hobart.

Duties:—To work as a key member of the Budget Information Management System Project Team to assist in the achievement of project deliverables. The Principal Business Analyst will provide expertise, analysis and advice in relation to the delivery of projects outputs as required.

In the context of the selection criteria, to be successful in the position applicants will have:—significant expertise and successful experience in analysing and translating complex business systems requirements into information system requirements, including process review and identification of improvements; experience in or the capacity to effectively apply knowledge and skills to the implementation and administration of a significant new financial/budget management system; an understanding (or the capacity to quickly develop an understanding) of State budget management systems and processes, including the ability to understand financial analysis, reporting and accounting; project management experience and a proven ability to work as part of a team, influence people, be adaptable and flexible in order to achieve results in an environment of change, ambiguity and pressure.

Highly Desirable Requirements:—completion or partial completion of relevant tertiary or industry qualifications, and/or professional affiliation.

Enquiries to David Bailey, Director, Budget Management Branch, Department of Treasury and Finance, phone (03) 6166 4413, email [david.bailey@treasury.tas.gov.au](mailto:david.bailey@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](mailto: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.

## TREASURY AND FINANCE

### ECONOMIC AND FINANCIAL POLICY DIVISION

#### *Intergovernment and Financial Policy Branch*

#### **Senior Policy Analyst (723966).**

Applications Close:—Friday, 18 September 2015.

Salary:—\$77,012 – \$79,354 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Fixed-term full-time or part-time to no less than (0.8 FTE). As soon as possible until 30 June 2017.

Location:—Hobart.

Duties:—Working both individually and as a member of a small team, the Senior Policy Analyst will undertake economic and financial policy research and investigations to support the formulation of policy proposals and advice in relation to taxation and related revenue matters.

In the context of the selection criteria, to be successful in the position applicants will:—demonstrate the ability to research issues and identify possible problems and solutions; be able to communicate precisely and succinctly to internal and external stakeholders; demonstrate initiative when undertaking research and investigation in the context of the direction and guidance provided by the supervisor and possess analytical skills, including financial data analysis capabilities.

Desirable Requirements:—Completion or partial completion of relevant tertiary qualifications and/or professional affiliation.

Enquiries to Melissa Ford, Assistant Director, Intergovernment and Financial Policy Branch, Department of Treasury and Finance, phone (03) 6166 4260, email [melissa.ford@treasury.tas.gov.au](mailto:melissa.ford@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](mailto: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.

## TREASURY AND FINANCE

### REVENUE, GAMING AND LICENSING DIVISION

#### *Revenue Branch*

#### **Revenue Officer (723482).**

Applications Close:—Friday, 25 September 2015.

Salary:—\$57,249 – \$61,373 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time or part-time job share may be considered.

Location:—Hobart.

Duties:—As an individual or as a member of a team, administer State taxation legislation to ensure efficient and effective collection of revenue and payment of grants.

In the context of the selection criteria, to be successful in the position applicants will have:—the ability to operate successfully in a high work flow area to provide 'front line services', whilst demonstrating high levels of resilience, maintaining a good standard of attention to detail and with a focus on quality; excellent knowledge of financial processing gained through previous experience in the finance industry and

good written and verbal communication skills, including the ability to convey complex taxation information to a range of stakeholders.

Desirable Requirements:—Certificate III or IV in a relevant area or equivalent level.

Enquiries to Keri Pennicott, Manager (Revenue Operations), Revenue Branch, Department of Treasury and Finance, phone (03) 6166 4417, email [keri.pennicott@treasury.tas.gov.au](mailto:keri.pennicott@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](mailto: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.

#### WHOLE OF GOVERNMENT PROGRAMS

##### TASMANIAN STATE SERVICE

#### ***Aboriginal and Torres Strait Islander Employment Register.***

Applications Close:—Monday, 28 August 2017.

Salary:—See Below.

Various classifications.

Register.

Location:—Statewide.

The Office of Aboriginal Affairs invites applications from Aboriginal and Torres Strait Islander people interested in being included on the Aboriginal and Torres Strait Islander Fixed Term Employment Register (The Register). The Register will remain open for recruitment up to and including 28 August 2017.

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

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

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

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

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

Applications to Rebecca Cowen, Executive Assistant, Office of Aboriginal Affairs, Whole of Government Programs, G.P.O. Box 1156, Tas 7001, phone (03) 6232 7082, email [Eligibility.Oaa@dpac.tas.gov.au](mailto:Eligibility.Oaa@dpac.tas.gov.au).

## Staff Movements

### *Permanent Appointments*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Education	Education Facility Attendant	M. Challis	6 months	31.08.15
Education	Laboratory Technician	M. Gleeson	6 months	31.08.15
Education	Teacher	S. Bromfield	12 months	31.08.15
Health & Human Services & Tasmanian Health Service	Hospital Aide	D. Barisele	6 months	04.09.15
Health & Human Services & Tasmanian Health Service	Staff Specialist (Paediatrics)	M. Corp	6 months	31.08.15
Justice	Enforcement Officer	M. Carnes	6 months	07.08.15
Justice	Team Leader (Burnie)	A. Warwick	6 months	14.09.15
State Growth	Training Operations Officer	A. Noble	6 months	31.08.15

### *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	Graduate Finance Analyst	K. Gamez	24 months	15.10.15
Primary Industries, Parks, Water & Environment	Stipendiary Steward	B. Free	5 year contract	26.08.15
State Growth	Executive Assistant and Office Administrator	L. Carr	3 years	14.09.15
State Growth	Project Officer	J. Stanley	2 years	17.08.15

### *Cessation of Employees*

<i>Agency</i>	<i>Duties assigned</i>	<i>Employee name</i>	<i>Date of Effect</i>
State Growth	Transport Inspector	B. Johnson	18.08.15

### *Promotion of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Education	A. Purton	Teacher	26.08.15
Education	L. Crowley	Teacher	26.08.15
Health & Human Services & Tasmanian Health Service	D. Solomon	Nurse Unit Manager	05.09.15
Health & Human Services & Tasmanian Health Service	L. Upston	Medical Scientist	24.07.15
Health & Human Services & Tasmanian Health Service	T. Badcock	Operational Support Officer	31.08.15
State Growth	S. O'Connor	Manager Operations Services	07.09.15
State Growth	T. Bradley	Training Operations Officer	31.08.15

*Resignation of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Education and Care Assessor	S. Reynolds	20.08.15
Education	Teacher	C. Mouritz	26.08.15
Health & Human Services & Tasmanian Health Service	Administrative Assistant	E. Stevens	28.08.15
Health & Human Services & Tasmanian Health Service	Team Leader - Family Violence Counselling & Support Service	D. Grieve	31.08.15
Health & Human Services & Tasmanian Health Service	Contract Officer	S. Bolton	28.08.15
Health & Human Services & Tasmanian Health Service	Client Services Officer	V. Weber	14.08.15
Health & Human Services & Tasmanian Health Service	Enrolled Nurse	B. Munro	14.08.15
Health & Human Services & Tasmanian Health Service	Cleaner	C. Patmore	01.09.15
Health & Human Services & Tasmanian Health Service	Registered Nurse	M. Swindells	30.08.15
Health & Human Services & Tasmanian Health Service	Domestic Services Officer	P. Vant	29.08.15
Health & Human Services & Tasmanian Health Service	Home Help Personal Carer	K. Mitchell	21.08.15
Health & Human Services & Tasmanian Health Service	Food Services Assistant	M. Cassidy	01.09.15
Health & Human Services & Tasmanian Health Service	Attendant	G. Wells	21.08.15
Health & Human Services & Tasmanian Health Service	Assistant Pharmacy Stores Manager	L. Sharman	31.08.15
Justice	Probation Officer	B. Rowe	04.09.15
Justice	Executive Officer	A. McLeod	28.08.15
Premier & Cabinet	Manager Policy	R. Moles	28.08.15
State Growth	Executive Officer	K. Challen	09.09.15
State Growth	Senior Financial Analyst	M. East	02.09.15

*Resignation of Officers*

<i>Agency</i>	<i>Officer's Name</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
State Growth	K. Hough	Director Arts Tasmania	04.09.15

*Retirement of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Teacher Assistant	B. Montgomery	04.08.15
Education	Principal	A. Kowaluk	28.08.15
Education	Registration Compliance Officer	R. Rolfe	14.08.15
Justice	Intake and Assessment Officer	T. Lesek	09.09.15
Police & Emergency Management	Mechanic	P. Farrell	22.09.15
Primary Industries, Parks, Water & Environment	Senior Policy Officer	S. Howett	28.08.15
TasTAFE	Teacher	J. Axton	26.08.15

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