



# TASMANIAN STATE SERVICE NOTICES

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

## Vacancies—General Information

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

**[www.jobs.tas.gov.au](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

### CORPORATE SERVICES

#### *Finance, Facilities and Business Support*

#### **Graduate Finance Analyst, Finance and Budget Services (968884).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$57,249 – \$61,373 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time 73.50 hours per fortnight.

Location:—Hobart.

**Description of Role:**—Contribute to the development and application of policies and procedures associated with budgeting, accounting, financial and management reporting. Provide advice and technical support on contemporary financial management practices and processes.

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

**Desirable Requirements:**—A business degree to allow participation in the Certified Practising Accountant or the Institute of Chartered Accountants in Australia postgraduate program.

Enquiries to Jacqui Wilson, Department of Education, phone (03) 6165 5656, email **Jacqui.Wilson@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)*

#### **Brighton Primary School**

#### **School Business Manager, Brighton Primary School (953644).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$84,539 – \$94,996 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time 73.5 hours per fortnight.

Location:—Brighton Primary School.

**Description:**—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 Pam Noble, School Business Manager, Department of Education, phone (03) 6268 1231, email **pam.noble@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)*

Jordan River Learning Federation

East Derwent Campus

#### ***Advanced Skills Teacher, JRLF, East Derwent Primary School (2 Vacancies).***

Applications Close:—Friday, 2 October 2015.

Salary:—\$96,766 p.a.

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

Vacancy No. 965585.

Permanent full-time 70.00 hours per fortnight.

Location:—JRLF, East Derwent Primary School.

Vacancy No. 965586.

Permanent full-time 70.00 hours per fortnight.

Location:—JRLF, East Derwent Primary School.

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

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

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

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

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

Enquiries to Teresa Pockett, Principal, Department of Education, phone (03) 6263 7303, mobile 0409 914 336, email [teresa.pockett@education.tas.gov.au](mailto:teresa.pockett@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](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.

## EDUCATION

### LEARNING SERVICES

#### *Learning Services (South)*

Albuera Street Primary School

#### ***Advanced Skills Teacher, Albuera Street Primary School (946146).***

Applications Close:—Friday, 2 October 2015.

Salary:—\$96,766 p.a.

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

Permanent full-time 70 hours per fortnight, commencing 01 January 2016.

Location:—Albuera Street Primary School.

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

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

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

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

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

Enquiries to Annette Reggett, School Business Manager, Department of Education, phone (03) 6223 2268, email [annette.reggett@education.tas.gov.au](mailto:annette.reggett@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](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.

## EDUCATION

### LEARNING SERVICES

#### *Learning Services (South)*

Lansdowne Crescent Primary School

#### ***Advanced Skills Teacher, Lansdowne Crescent Primary School (966020).***

Applications Close:—Friday, 2 October 2015.

Salary:—\$96,766 p.a.

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

Permanent full-time 70 hours per fortnight, commencing as soon as possible.

Location:—Lansdowne Crescent Primary School.

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

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

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

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

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

Enquiries to Monique Carter, Principal, Department of Education, phone 0417 727 288, email [monique.carter@education.tas.gov.au](mailto: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](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.

## EDUCATION

### LEARNING SERVICES

#### *Learning Services (South)*

##### Taroona High School

#### ***Canteen Assistant, Taroona High School (981200).***

Applications Close:—Friday, 2 October 2015.

Salary:—\$39,511 – \$48,474 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 1.

Permanent part-time 30 hours per fortnight, commencing as soon as possible.

Location:—Taroona High School.

Description of the Role:—Maintain and deliver the school canteen services.

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 Belinda Johnson, School Business Manager,

Department of Education, phone (03) 6227 7700, email [belinda.johnson@education.tas.gov.au](mailto:belinda.johnson@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](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.

## EDUCATION

### LEARNING SERVICES

#### *Learning Services Northern Region*

##### Devonport High School

#### ***Education Facility Attendant (Kitchen Assistant), Devonport High School (952400).***

Applications Close:—Friday, 2 October 2015.

Salary:—\$40,063 – \$45,264 p.a.

Education Facility Attendant Salaries and Conditions of Employment Industrial Agreement 2013.

Permanent full-time 80 hours per fortnight.

Location:—Devonport High School.

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

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

Enquiries to Susan Emery, Department of Education, phone (03) 6424 9461, email [susan.emery@education.tas.gov.au](mailto:susan.emery@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](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.



## EDUCATION

## LINC TASMANIA

*Community Learning*

## Devonport LINC

**Customer Services Officer, Deloraine Library (700579).**

Applications Close:—Friday, 2 October 2015.

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

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 29.40 hours per fortnight.

Location:—Deloraine Library.

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

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

Enquiries to Jane Forward, Department of Education, phone (03) 6478 4235, email [Jane.Forward@education.tas.gov.au](mailto:Jane.Forward@education.tas.gov.au).

Work outside standard hours will apply to this vacancy. 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.

## EDUCATION

## LINC TASMANIA

*West Coast Community Services Hub***Customer Services Officer, West Coast Hub (700625).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$57,249 – \$61,373 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time 73.50 hours per fortnight.

Location:—West Coast LINC.

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

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

Enquiries to Amanda Metrikas, Department of Education, phone (03) 6495 1534, email [amanda.metrikas@education.tas.gov.au](mailto:amanda.metrikas@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](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.

HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH SERVICE

## HEALTH AND HUMAN SERVICES

*Ambulance Tasmania*

## Emergency and Medical Services

**Co-ordinator Emergency Management (521599).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$84,579 pro rata, per annum.

Ambulance Tasmania Agreement 2015, Ambulance Manager, Level 1.

Permanent full-time day work.

Location:—DHHS, Ambulance Tasmania, Hobart.

Duties:-

The Co-ordinator, Emergency Management will take the lead in delivering Ambulance Tasmania's (AT) emergency management capability and special operations through recognised emergency management principles on a statewide basis. The role will:

Be responsible for the ongoing review of the AT emergency management and special operations framework including, but not limited to Mass Casualty, Urban Search and Rescue, Wilderness and Chemical and Biological Response capabilities.

Be responsible for meeting the organisation's training needs within the emergency management framework and the delivery and roll out of supporting emergency management activities across the state.

Provide specialist advice to the Manager, Aero-medical and Special Operations (AMandSO) with respect to emergency management objectives and outcomes and other statewide programs.

Selection criteria includes:—Demonstrated understanding of emergency management and special operations capability including the ability represent the Agency and Ambulance Tasmania at major events in consultation with key stakeholders.

Demonstrated experience in the provision of project management and the ability to achieve work objectives within strict timeframes.

High level strategic, conceptual and analytical skills with the ability to understand the political, social and organisational environment impacting on Ambulance Tasmania.

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

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

relevant work experience with an additional qualification in management or equivalent. 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 Shaun White, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6230 8019, email [shaun.white@ambulance.tas.gov.au](mailto:shaun.white@ambulance.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.

Better health and quality of life around Tasmania. Visit us at [www.dhhs.tas.gov.au](http://www.dhhs.tas.gov.au).

## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

### HEALTH AND HUMAN SERVICES

#### *Children and Youth Services*

#### **Child Protection Worker (4 vacancies) (501542).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$51,797 – \$83,520 p.a.

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

Fixed-term full-time day work, See NOTE Below.

Location:—Children and Youth Services, North.

Please Note:—Fixed term full-time day work commencing As soon as possible for a period of 12 months (1 vacancy).

Fixed term full-time day work commencing As soon as possible for a period of 6 months (2 vacancies).

Fixed term part-time day work (38.0 hours per fortnight) commencing As soon as possible for a period of 6 months (1 vacancies).

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

\*\*\* Applicants are encouraged to read the further information available on child protection careers \*\*\*.

Working in Child Protection in Tasmania.

Choose a career in Child Protection.

Duties:—The Children, Young Persons and their Families Act 1997 provides the legal mandate for the department to take action to protect children and young people from abuse and neglect and promote their safety stability and development. Child Protection Workers have a specific statutory role in protecting children and young people from harm and promoting their rights and healthy development. In Tasmania Child Protection Workers work within a legislative framework, the Child Protection Practice Framework and the Child Protection Professional Practice Standards.

Child Protection Workers are responsible for receiving, investigating and assessing notifications of children at risk of harm from abuse or neglect. They work with families and other

professionals to resolve problems and keep children safe. In circumstances of severe risk, the Child Protection Worker may be involved in legal interventions in the Magistrates Court.

Child Protection Workers have sound self-management skills, self-awareness, and emotional maturity, with the ability to understand the personal impacts of child protection work and strategies for managing stress and building resilience. It is important that Child Protection Workers have the ability to conduct work with integrity and honesty; adhere to confidentiality requirements; and demonstrate a commitment to working with children, young people and their families.

Selection criteria includes:—Your sound skills in building relationships, casework, interpreting and analysing information, and communication will be highly valued. Demonstrated abilities and experience will include:—Identifying and initiating contact with key individuals and groups who are important in decision making processes and providing expertise or assistance, investing time to create and maintain professional relationships based on mutual respect and contributing to a supportive and collaborative team environment.

Knowledge of and/or experience in assessment and casework intervention with individuals and families who have complex needs, and knowledge of theoretical perspectives that relate to child protection practice and application of this in a service delivery context.

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

Essential Requirements:—A Bachelor of Social Work or a Diploma of Community Welfare Work or other tertiary qualifications at Diploma or above level which include units of study in case management/casework practice and supervised practical work placements in relevant fields. 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 Kai Kitchin, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 1143, email [kai.kitchin@dhhs.tas.gov.au](mailto:kai.kitchin@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.

Better health and quality of life around Tasmania. Visit us at [www.dhhs.tas.gov.au](http://www.dhhs.tas.gov.au).

## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

### HEALTH AND HUMAN SERVICES

#### *Children and Youth Services*

#### **Child Protection Worker, Fixed-term Employment Register (Various).**

Applications Close:—Tuesday, 19 September 2017.

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.

Register.

Location:—CYS, Child Protection Services, Launceston (North), Burnie, Devonport (North West), and Hobart (South).

A Fixed-term employment register is not a vacancy and inclusion on a register does not guarantee any offer of employment will be made.

Do you hold a Bachelor of Social Work or a Diploma of Community Welfare work?

Do you have experience working with children and their families?

Are you up for a challenge?

If you are passionate about supporting vulnerable and at risk children and have some previous experience working with this client group we would love to hear from you.

The role of the Child Protection Worker is to provide professional services in accordance with legislation, practice guidelines, policies and procedures and by applying professional judgment to ensure that services are delivered in the best interest of the child/young person and their family.

Applications are invited from persons interested in being considered for Fixed-term full-time and part-time employment for periods of up to 12 months. This register will remain open to applicants at all times until 19 September 2017 and will be reviewed on a regular basis. All applicants who have previously registered need not re-register.

Please note that the Employment Register will not preclude other Child Protection Worker positions being advertised if warranted.

Further information may be obtained by contacting the relevant person listed below.

North: Michelle Davey on (03) 6336 2572 or e-mail [michelle.davey@dhhs.tas.gov.au](mailto:michelle.davey@dhhs.tas.gov.au).

North West: Selina McGuire on (03) 6434 6404 or e-mail [selina.mcguire@dhhs.tas.gov.au](mailto:selina.mcguire@dhhs.tas.gov.au).

South: Lee-Ann Russell on (03) 6230 7666 or e-mail [leeann.russell@dhhs.tas.gov.au](mailto:leeann.russell@dhhs.tas.gov.au).

\*\*\* More information on child protection careers:—Working in Child Protection in Tasmania.

Choose a career in Child Protection.

Essential Requirements:—A Bachelor of Social Work or a Diploma of Community Welfare Work or other tertiary qualifications at Diploma or above level which include units of study in case management/casework practice and supervised practical work placements in relevant fields. 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 The contacts as listed, Department of Health and Human Services and Tasmanian Health Service, email [employment.register@dhhs.tas.gov.au](mailto:employment.register@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

#### *Children and Youth Services*

#### **Support Worker (2 vacancies) (501645).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$47,227 – \$48,915 p.a.

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

Permanent full-time day work (both vacancies).

Location:—Children and Youth Services, Hobart.

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

Duties:—Under the supervision of the Manager/Co-ordinator, provide support to children, young persons and families who are subject to intervention under the Children, Young Persons and Their Families Act, with the aim to enable children to grow up in a safe and supportive environment, including providing transport and supervision of client access visits.

Selection criteria includes:—A good knowledge of the tasks performed by Children and Youth Services or the ability to quickly acquire that knowledge.

Demonstrated personal qualities including sensitivity and perseverance and the ability to work in an environment subject to work pressure and change and maintain a high level of confidentiality.

Good written, verbal and interpersonal skills including conflict resolution and negotiation skills.

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

Desirable Requirements:—A relevant Vocational Education and Training qualification from the Community and Health Sector training area.

Essential Requirements:—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 LeeAnn Russell, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6165 7878, email [leeann.russell@dhhs.tas.gov.au](mailto:leeann.russell@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.

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH SERVICE

HEALTH AND HUMAN SERVICES

*Children and Youth Services*

Program Support Learning and Development

**Senior Analyst, Out of Home Care (522383).**

Applications Close:—Friday, 2 October 2015.

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

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 6 months.

Location:—CYS, Program Support Learning and Development, South.

Duties:—The Program Support, Learning and Development unit in Children and Youth Services (CYS) undertakes a range of duties that collectively contribute to the development of an effective and efficient service system for children and young people in Tasmania. The service system consists of a range of integrated service areas, from primary through tertiary support.

Program Support, Learning and Development works closely with other program support areas including Corporate Support, and with staff in CYS Operations to support programs and services delivered through CYS in achieving enduring positive outcomes for clients and.

This position is for a Senior Analyst to specifically develop, within the context of the Out of Home Care Reform, a program which will strengthen the pre-placement assessment of children coming in to care.

Selection criteria includes:—High level expertise in operational planning, service development, program design, and optimising data and service information to inform the delivery of quality services for children, young people and their families.

High level expertise in research and quantitative and qualitative information analysis, specifically service delivery and operational information.

High level project and change management skills related to service delivery developments, including the capacity to lead and manage complex activity, solve complex problems, negotiate effectively with the full range of stakeholders and proactively ensure all project KPI's are achieved.

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

Desirable Requirements:—A relevant tertiary qualification.

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 Colleen Moran-Ford, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 3534, email [colleen.moran-ford@dhhs.tas.gov.au](mailto:colleen.moran-ford@dhhs.tas.gov.au).

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH SERVICE

HEALTH AND HUMAN SERVICES

*Corporate, Policy and Regulatory Services*

Shared Services

**Pay/Personnel Officers**

Applications Close:—Friday, 2 October 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:—Hobart, Burnie and Launceston.

We have ten Pay/Personnel Officer vacancies available in our Payroll team:—

4 in our Hobart office. 1 in our Burnie office, and 5 in our Launceston office.

Please note that this selection process may be used to fill other similar permanent or Fixed-term vacancies that arise over the next 6 months.

Duties:—We are seeking Pay/Personnel Officers to join our Payroll Team. If successful you will be performing multiple and diverse tasks associated with pay and personnel activities for the Department of Health and Human Service (DHHS) and the Tasmanian Health Service (THS). This work requires the application of conventional practices, methods and standards according to established guidelines, systems and processes.

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

Enquiries to John Papapostolou, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6233 2023, email [john.papapostolou@dhhs.tas.gov.au](mailto:john.papapostolou@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

**Cleaner (Operating Room Suite) (Day Work) (521878).**

Applications Close:—Friday, 2 October 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 day worker, working 16 hours per fortnight. Notwithstanding, hours to be negotiated with the successful applicant.



Location:—Operating Room Suite, Launceston General Hospital, Charles Street, Launceston.

Duties:—Provide and efficient and effective cleaning support service to the Operating Room Suite within the established guidelines, policies and procedures.

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 Ross Mace, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6626, email [orsnum@ths.tas.gov.au](mailto:orsnum@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

#### ***Cleaner (Operating Room Suite) (Shift Work) (521891).***

Applications Close:—Friday, 2 October 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 60.80 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant.

Location:—Operating Room Suite, LGH, Charles Street, Launceston.

Duties:—Provide and efficient and effective cleaning support service to the Operating Room Suite within the established guidelines, policies and procedures.

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 Ross Mace, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6626, email [orsnum@ths.tas.gov.au](mailto:orsnum@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

#### ***Cleaner/Kitchen Hand (Relief) (506489).***

Applications Close:—Friday, 2 October 2015.

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

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

Fixed-term casual shift work, working as and when required. Notwithstanding, hours may be negotiated with the successful applicant. To commence As soon as possible until 20 September 2017.

Location:—George Town District Hospital and Community Centre.

Duties:—Assist in the cleaning of allocated areas in compliance with Australian Safety and Quality Health Care Standards, Agency policies and other established standards and protocols.

Carry out and assist in food preparation and cleaning within the kitchen area, maintaining a high standard of hygiene in compliance with Australian Safety and Quality Health Care Standards, Agency policies and other established standards and protocols.

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 Steven Yearsley, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6702 6060, email [steven.yearsley@ths.tas.gov.au](mailto:steven.yearsley@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

**Enrolled Nurse (POOL LGH) (503200).**

Applications Close:—Friday, 2 October 2015.

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

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

Permanent full-time and part-time shift work. Various hours available.

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

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

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 an Enrolled Nurse (holds Board-approved qualification in Administration of Medicine).

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

Enquiries to Karyn Parker, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6903, email [karyn.parker@ths.tas.gov.au](mailto:karyn.parker@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

**HACC Business Support Officer (521403).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$63,262 – \$72,204 pro rata, per annum.

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

Fixed-term full-time day worker, working 76 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence As soon as possible until 18 March 2016.

Location:—Allambi Building.

Duties:—The HACC Business Support Officer collates, analyses and distributes a range of relevant high quality information, within set timeframes, to managers to support service delivery, business improvement and the meeting of funding obligations for the Primary Health North business unit.

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 an appropriate qualification in the area of business/finance administration.

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 Carly Gourlay, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 4407, email [carly.gourlay@ths.tas.gov.au](mailto:carly.gourlay@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

**Pharmacist (507709).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$51,797 – \$83,520 p.a.

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

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

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

Duties:—To work as a part of the Hospital Pharmacy Department and Hospital team to provide a comprehensive, efficient and accountable pharmacy service for hospital inpatients and outpatients.

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 Pharmacy Board of Australia.

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

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

Enquiries to Paula Cooper, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6733, email paula.cooper@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 (521665).**

Applications Close:—Friday, 2 October 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 As soon as possible until 24 September 2016.

Location:—Ward 5B, 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 Ian Waterhouse, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6634, email ian.waterhouse@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 (POOL LGH) (503218).**

Applications Close:—Friday, 2 October 2015.

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

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

Permanent full-time and part-time shift work. Various hours available.

Location:—Launceston General Hospital, 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.

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 Karyn Parker, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6903, email karyn.parker@ths.tas.gov.au.

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

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

*Northern Region*

Mental Health Services Northern Region

### **Registered Nurse, Community Mental Health (514821).**

Applications Close:—Friday, 2 October 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 45.60 hours per fortnight. Notwithstanding, hours may be

negotiated with the successful applicant. To commence As soon as possible for six (6) months.

Location:—Mental Health Service, Crisis Team, 52 Frankland 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, Community Mental Health, consistent with ongoing experience strengthens health outcomes through the provision of safe quality, clinically appropriate nursing care in partnership with patients/clients, their families and other health professionals and community sector organisations within the defined community practice area. As part of a multi-disciplinary team delivering high quality mental health services provides a specialist mental health service within the community setting for a designated client group, utilising evidence based practices and recovery principles.

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:—Possesses specialist tertiary graduate or postgraduate mental health/psychiatric nursing 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 Helen van der Molen, Team Leader, Adult and Older Persons Community, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 4985, email helen.vandermolen@ths.tas.gov.au.

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

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

### TASMANIAN HEALTH SERVICE

#### *Northern Region*

#### Primary Health North

#### St Helens District Hospital

### **Registered Nurse (506022).**

Applications Close:—Friday, 2 October 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 shift work, working 44 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant.

Location:—St. Helens.

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 Denise Callister, Director of Nursing, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6387 5566, 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*

#### Clinical Support

### **Psychologist (501128a).**

Applications Close:—Friday, 2 October 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 15.2 hours per fortnight commencing as soon as possible until 11 October 2016.

Location:—42 Canning Street Launceston.

Duties:—In the role of Psychologist you will provide counselling, case management and psychological care for clients of the Statewide Sexual Health Services in accordance with Agency policy and direction, legal requirements and professional competence covering broad range sexual health and gender issues.

Desirable Requirements:—Clinical experience in the field of Sexual Health Services.

Current Driver's Licence.

Essential Requirements:—Registered with the Psychology Board of Australia and endorsed to practice in the approved area of practice of clinical psychology.

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 Lamond, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 0991, email [elizabeth.lamond@ths.tas.gov.au](mailto:elizabeth.lamond@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*

Clinical Support

### **Registered Nurse (Casual Nursing Pool) (509355).**

Applications Close:—Friday, 2 October 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 casual working as and when required. Commencing as soon as possible for a period of up to 12 months.

Location:—New Norfolk District Hospital/New Norfolk and Central Highlands.

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

Duties:—The Tasmanian Health service is seeking applications from Registered Nurses interested in joining the Casual Pool at the New Norfolk District Hospital and New Norfolk Community Health. 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 Colleen Smith, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6262 2688, email [colleen.smith@ths.tas.gov.au](mailto:colleen.smith@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*

Hotel Services and Logistics

### **Food Services Officer (508011).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$42,777 – \$44,247 pro rata, per annum.

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

Permanent part-time shift work (fully rotational), working 30 hours per fortnight.

Location:—South.

Duties:—Assist with the food preparation, production, plating service, warewashing, and cleaning duties in the provision of catering services to patients, visitors and staff of the hospital.

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

Enquiries to Ian Norris, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6274 5204, email [ian.norris@ths.tas.gov.au](mailto:ian.norris@ths.tas.gov.au).

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

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

Please do not send applications to the contact person.

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

*Southern Region*

Hotel Services and Logistics

### **Specialised Medical Orderly, 4 Vacancies (521272).**

Applications Close:—Friday, 2 October 2015.

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

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

Fixed-term part-time shift work (set rotational), working 56 hours per fortnight, commencing As soon as possible until 30 June 2016.

Location:—South.

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

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 Matthew Pockett, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6222 7951, email [matthew.pockett@ths.tas.gov.au](mailto:matthew.pockett@ths.tas.gov.au).

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

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

Please do not send applications to the contact person.

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#### HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

##### TASMANIAN HEALTH SERVICE

##### *Southern Region*

Mental Health Services, Southern Region

#### **Registered Nurse, Ashley Youth Detention Centre (521127).**

Applications Close:—Friday, 16 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 shift work (fully rotational).

Location:—North.

PLEASE NOTE:—the position attracts a 6.5% Correctional Health Allowance.

the position attracts a 4% Rural and Remote Allowance whilst at Deloraine.

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

Part-time hours will also be considered.

Duties:—The successful applicant will comprise part of a small team that is responsible for delivery of primary health care to clients within a correctional setting, predominantly based at Ashley Youth Detention Centre, yet can be redeployed to Launceston Reception Prison as service needs arise.

Desirable Requirements:—Holds or is working towards relevant post graduate/tertiary qualification in primary health care, psychiatric, adolescent, forensic and/or correctional health.

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.

A person nominated for this position must also satisfy a further criminal history check in accordance with the Director of Prison's Standing Orders established under the Corrections Act 1997.

Standing Order – Identification (ID) Cards and Visitor Passes 5.02 and Standard Operating Procedure – Tasmanian Prison Service Identification (ID) Cards MH5.02.1. A nominated person cannot be employed within Correctional Primary Health Services if excluded from entry to Tasmanian Prison Services under the Corrections Act 1997.

Enquiries to Ray Gregory, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6362 8889, mobile 0428 279 124, email [ray.gregory@ths.tas.gov.au](mailto:ray.gregory@ths.tas.gov.au) or Kathryn Gregory, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6216 8241, email [kathryn.gregory@ths.tas.gov.au](mailto:kathryn.gregory@ths.tas.gov.au).

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

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

Please do not send applications to the contact person.

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#### HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

##### TASMANIAN HEALTH SERVICE

##### *Southern Region*

Surgical Services

#### **Staff Specialist, Anaesthetist (several vacancies) (519003).**

Applications Close:—Thursday, 15 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 and part-time and Fixed-term (variable finish dates up to end of 2016) full-time and part-time (with on-call); working up to 76 hours per fortnight. Hours to be negotiated with successful applicants.

Location:—Department of Anaesthetics, Royal Hobart Hospital.

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

Duties:—The Tasmanian Health Service invites applications for the position of Staff Specialist, Anaesthetist at the Royal Hobart Hospital.

The Royal Hobart Hospital is a 550 bed tertiary referral hospital for the state of Tasmania and the Anaesthesia

Department is a specialist teaching Department with research involvement with a mixture of Full-time and Part-time specialists and 16 Anaesthesia Registrars. We currently have a number of multi-centre and local research trials being undertaken with strong links with University of Tasmania Faculty of Health Science and the Menzies Research centre.

The Department of Anaesthesia provides a comprehensive range of general and specialist clinical anaesthesia services including cardiothoracic, neurosurgery and paediatric surgery specialities. Anaesthesia services are also provided for the hospitals acute pain service, day procedure theatres, endoscopy and Medical Imaging including Angiography, CT/MRI and PET scan.

We offer:— A challenging and interesting spectrum of work.

A Salary commensurate with qualification and experience, plus.

Superannuation and salary packaging.

Relocation Assistance.

A supportive and dynamic work environment.

Access to teaching, education and research funds.

Strong professional and social networks.

A unique and well balanced lifestyle.

Applicants for these positions should be qualified specialist anaesthetists with Fellowship of the Australian and New Zealand College of Anaesthetists or substantially equivalent qualification.

Applicants will be expected to have a strong clinical background, in addition to experience in teaching, quality assurance and administration/management in a public hospital. The Royal Hobart Hospital is undergoing significant redevelopment changes. Preference will be given to Anaesthetists who have worked within this hospital over the last 2 years.

Preference for the appointment of full-time (1.0 FTE), or at least 0.5 FTE Anaesthetists will apply to both permanent and fixed term positions.

Desirable Requirements:—Recognition as an Anaesthetist by the Australian and New Zealand College of Anaesthetists (ANZCA) holding FANZCA or equivalent.

Experience in Obstetric, Neurosurgical and Paediatric Anaesthesia in the last 12 months.

Clinical exposure in a tertiary hospital setting within the last 12 months.

Clinical exposure at Royal Hobart Hospital within the last 24 months.

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 Kym Jensen, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6222 8567, email [kym.jensen@ths.tas.gov.au](mailto:kym.jensen@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*

#### Surgical Services

#### ***Surgical Fellow (General Surgery) (521653).***

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.

Fixed-term full-time day worker (with on-call); commencing as soon as possible for a period of 12 Months.

Location:—Surgical Services, Royal Hobart Hospital.

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

Duties:—The Tasmanian Health Service is seeking applications from experienced Staff Specialists interested in joining our Surgical Services team. Working as a Surgical Fellow (General Surgery) you will.

Undertake approved surgical outpatient and inpatient services.

Participate in Registrar rosters.

Provide leadership and mentoring for junior surgical Resident Medical Officers and Registrars in training.

Assist with the quality improvement, audit and service improvement within Surgical Services.

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 Paul Ashby, Department of Health and Human Services and Tasmanian Health Service, phone 0419 137 121, email [paul.ashby@ths.tas.gov.au](mailto:paul.ashby@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

**Staff Specialist (520034).**

Applications Close:—Friday, 16 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 worker (with on call), commencing February 2016.

Location:—Paediatrics Unit, Royal Hobart Hospital.

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

Duties:—An exciting opportunity exists to join the Paediatric team at Royal Hobart Hospital in a full-time staff specialist position. The position involves acute general paediatrics including participation in an out of hours on call roster for the Paediatric inpatient service (not including neonatology or ICU), a lead role in the Paediatric ambulatory care service and the hospital in the home service, participation in clinics for general paediatrics and general paediatric support for the Paediatric oncology service. An honorary appointment with the University of Tasmania School of Medicine is negotiable. The position offers competitive remuneration according to the Tasmanian Salaried Medical Practitioners Award combined with the enviable Tasmanian lifestyle.

Enquiries to Associate Professor John Daubenton, Director of Paediatrics, Royal Hobart Hospital, Tasmanian Health Service, phone (03) 6222 7125, email john.daubenton@ths.tas.gov.au until 2 October 2015 or to Dr Michelle Williams, Staff Specialist, Department of Paediatrics, Royal Hobart Hospital, Tasmanian Health Service, phone (03) 6222 7034, email michelle.williams@ths.tas.gov.au after 2 October 2015.

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 Associate Professor John Daubenton, Director of Paediatrics, Royal Hobart Hospital, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6222 7125, email john.daubenton@ths.tas.gov.au or Dr Michelle Williams, Staff Specialist, Department of Paediatrics, Royal Hobart Hospital, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6222 7034, email michelle.williams@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: 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

*Statewide Services*

Oral Health Services

Oral Health South

**Graduate Officer (522307).**

Applications Close:—Friday, 9 October 2015.

Salary:—\$56,487 – \$66,653 p.a.

Health and Human Services (Tasmanian State Service) Award, General Graduate.

Fixed-term full-time day worker, 76 hours per fortnight, commencing 1 December 2015 until 30 June 2017.

Location:—Oral Health Services South.

Duties:—Conduct research and analysis, either individually or in conjunction with more senior staff; provide solutions on a variety of work related issues; develop proposals; and put forward recommendations.

Undertake or assist with specific projects including planning, reporting, development, implementation and evaluation.

Consult and liaise with a variety of stakeholders in relation to the implementation of oral health services and/or specific projects.

Assist with the co-ordination, operational management and monitoring of oral health services.

Prepare documentation including correspondence, reports and briefing notes.

Essential Requirements:—A degree in a relevant discipline.

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 Rick Monty, Program Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 61665425, email rick.monty@ths.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

*North West Region*

**Physiotherapist (502048).**

Applications Close:—Wednesday, 7 October 2015.

Salary:—\$51,797 – \$83,520 p.a.

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

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



Location:—North West Regional Hospital.

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.

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

Who are we looking for?

We are seeking a motivated Physiotherapist to join the physio team in a permanent capacity. You will be an effective member of the Physiotherapy team ensuring the provision of high level, quality physiotherapy services for inpatients and outpatients at the North West Regional Hospital and across the North West region.

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

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

You may also be required to assist Senior Physiotherapists in providing support and clinical guidance for students.

Do you have?

Current AHPRA registration.

Well-developed communication skills.

Enthusiasm and a team focus.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Great team environment.

Friendly, experienced and supportive clinical staff.

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.

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

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

Enquiries to Edwin Roberts, Deputy Manager, Physiotherapy Inpatient Services, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6430 6608, email [edwin.roberts@ths.tas.gov.au](mailto:edwin.roberts@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

Mental Health Services North West Region

### **Community Mental Health Nurse, Crisis Assessment and Treatment Team (3 vacancies).**

Applications Close:—Friday, 2 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 Fixed-term vacancies available.

Location:—Parkside, Burnie.

In addition:—

519235, Permanent full-time shift worker, working 76 hours per fortnight, Parkside, Burnie.

519297, Permanent full-time shift worker, working 76 hours per fortnight, Parkside, Burnie.

520134, Fixed-term part-time shift worker, working 40 hours per fortnight until August 2016, Parkside, Burnie.

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.

Are you looking for?

Permanent employment?

A lifestyle change with sunny beaches and wilderness at your doorstep?

Who are we looking for?

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

Reporting to the Clinical Lead, you will contribute to the health outcomes of your patients through concentrating on a comprehensive recovery-focused clinical service including triage, crisis response, assessment, treatment and assertive case-management to a designated number of consumers and their families.

Do you have?

Current Registration.

Relevant mental health/psychiatric nursing experience.

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 Sue Mitchell, Nurse Unit Manager (Team Leader), Adult Community Mental Health Services, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6434 6434, email [susan.mitchell@ths.tas.gov.au](mailto:susan.mitchell@ths.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

### TASMANIAN HEALTH SERVICE

#### *North West Region*

#### North West Regional Hospital

#### **Medical Records Officer (501880a).**

Applications Close:—Friday, 2 October 2015.

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

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

Fixed-term full-time day worker, working 76 hours per fortnight until January 2016.

Location:—North West Regional Hospital, Burnie.

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 records officer to provide support to the Manager, Medical Records in areas including systems access, data quality and data messaging into the Digital Medical Record (DMR) system. The role will be specifically focused on the co-ordination of activities to ensure all stages of the digitisation process of medical records, including systems and machinery maintenance are running efficiently.

Reporting to the Manager, Medical Records, this role encompasses a wide range of responsibilities including, but not limited to processing of requests for information, records management activities, the prioritisation of daily operations relating to medical records to ensure compliance with key performance indicators and quality control standards.

A successful applicant will have the ability to undertake data management, reporting and quality activities associated with medical records and be able to troubleshoot local user issues related to departmental systems, including the scanning operation of the DMR data base where appropriate.

Do you have?

Well-developed written and verbal communication skills.

A demonstrated ability to plan, organise and prioritise workloads.

Demonstrated knowledge and understanding in medical records legislation, practices and procedures.

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:—Workplace experience or completion of relevant studies in Health Information Management/Medical Records.

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 Trixie Kemp, Manager, Medical Records, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6430 6527, email [Trixie.kemp@ths.tas.gov.au](mailto:Trixie.kemp@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.

Better health and quality of life around Tasmania. Visit us at [www.ths.tas.gov.au](http://www.ths.tas.gov.au).

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## JUSTICE

### LEGAL AID COMMISSION OF TASMANIA

#### **Legal Practitioner (355314).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$52,994 – \$67,104 p.a.

Legal Practitioners Agreement 2014, Level 1.

Fixed-term full-time for a period of 2 years, working 73.5 hours per fortnight.

Location:—Launceston.

Duties:—To appear in the Magistrates Court on bail applications and pleas of guilty for adults and young people, and to conduct hearings. Engage in community legal education activities fostered by the Legal Aid Commission as directed. To perform such other professional work in the civil, family and criminal law areas as directed from time to time.

Essential Requirements:—Admitted or eligible for admission as a Barrister or Practitioner of the Supreme Court of Tasmania.

Desirable Requirements:—Some experience in the practice of Criminal Law.

Enquiries to Karen Gillie, Director's Assistant, Legal Aid

Commission of Tasmania, Department of Justice, phone (03) 6236 3820, email karen.gillie@legaid.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 Karen Gillie on (03) 6236 3820.

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

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

## JUSTICE

### MAGISTRATES COURT

#### Hobart

#### **District Registrar and Manager (Southern Region) (355495).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$84,539 – \$94,996 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time working 73.5 hours per fortnight.

Location:—Hobart.

Duties:—Actively contribute to the strategic direction and planning for the Magistrates Court, in particular the development and implementation of policies and procedures relating to the Criminal and Civil jurisdictions and undertake review and analysis to enhance their efficiency. Undertake the statutory responsibilities of the position, including providing specialised authoritative advice relating to the legislation and the functions of the Criminal and Civil jurisdictions to legal practitioners, internal stakeholders and other users of the Court in accordance with Division policy and Departmental Service Charter.

Essential Requirements:-

The Head of the State Service has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—Conviction checks in the following; Arson and fire setting; Violent crimes and crimes against the person; 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:—Tertiary qualifications in an appropriate discipline or relevant experience in a Court Administrative role.

Enquiries to Roger Illingworth, Deputy Administrator of Courts, Magistrates Court, Department of Justice, phone (03) 6777 2947, email roger.illingworth@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 Roger Illingworth on (03) 6777 2947.

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.

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## JUSTICE

### OFFICE OF THE DIRECTOR OF PUBLIC PROSECUTIONS

#### **Director of Public Prosecutions (353219).**

Applications Close:—Friday, 9 October 2015.

Salary:—See Below.

Statutory Office Holder (equivalent to Senior Executive).

Fixed-term full-time for a period of ten years with option to renew for up to ten years (subject to the passage of the Crown Law Officers Bill 2015).

Location:—Hobart.

Salary will be \$432,728 per annum.

Duties:—The Director of Public Prosecutions provides legal advice to the State and its Agencies in relation to serious criminal law issues and conducts all criminal matters on behalf of the State and its Agencies in the Supreme Court and Court of Criminal Appeal.

Essential Requirements:—Admitted or qualified for and entitled to be admitted as a Barrister or Practitioner of the Supreme Court of Tasmania with a minimum of seven years professional experience.

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

Desirable Requirements:—Appointment as Senior Counsel.

Enquiries to Simon Overland, Secretary, Department of Justice, phone (03) 6165 4943, email secretary@justice.tas.gov.au.

Applications to Secretary, marked Private and Confidential, Department of Justice, G.P.O. Box 825, Hobart Tas, 7001, email secretary@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 Natalie Boxall on (03) 6165 4943.

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

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



## JUSTICE

## WORKSAFE TASMANIA

**Senior Work Health and Safety Advisor (356614).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$77,012 – \$79,354 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time working 73.5 hours per fortnight.

Location:—Rosny.

Duties:—In consultation with agency staff, business groups and key stakeholders, develop, implement, monitor and evaluate a range of intervention strategies for identified industry sectors. Provide technical and operational advice to workplaces on compliance with work health and safety legislation and other legislation administered by WorkSafe Tasmania.

Desirable Requirements:—Relevant Tertiary qualifications and industry experience.

Enquiries to Malcolm Armsby, Manager Helpline, WorkSafe Tasmania, Department of Justice, phone (03) 6166 4607, email malcom.armsby@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 james.kelleher@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 Malcolm Armsby on (03) 6166 4607.

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

*Information Technology Services***Information and Communication Technology Officer (003269).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$77,012 – \$79,354 p.a.

Tasmanian State Service Award, ICT Level 2.

Permanent full-time.

Location:—Hobart.

Duties:—In a team environment, provide enterprise software development services by utilising knowledge and experience with contemporary application development technologies, frameworks and methodologies. Provide best practice service delivery in relation to system development and application services including the initiation, implementation and management of small projects. Conduct research into specialist information technology trends and provide technical advice and support to department personnel.

Qualifications and Experience:—A level of industry experience and Information Technology tertiary qualifications in a relevant discipline. Proficiency in the use of HTML, DHTML, CSS, JavaScript, AJAX, Web Services, SQL 2008,

open source software, Java, Groovy, Grails, C#, ASP.Net, ASP, GIS, ESBs, C/C++ and UniVerse will be highly regarded.

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 for: Crimes of violence, Sex related offences, Serious drug offences, Crimes involving dishonesty, Serious traffic offences.

Enquiries to Mr Matthew Lyons, Acting Manager Applications and Development, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, Tas, 7001, phone (03) 6173 2198, email Matthew.lyons@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

*FireComm***Supervisor FireComm (521334).**

Applications Close:—Monday, 5 October 2015.

Salary:—\$87,180 p.a.

Tasmania Fire Fighting Industry Employees Award 2000, Supervisor Communications.

Permanent full-time.

Location:—Hobart.

Duties:—As part of State Operations, lead and supervise the activities of FireComm, its staff and resources to ensure the effective and efficient operation of the emergency communications and dispatch centre for all emergency incidents.

Essential Requirements:— Hold the Tasmanian Firefighting Industries Employees Enterprise Bargaining Agreement 1999 requirements (or equivalent) for promotion to the rank of Supervisor FireComm.

The Head of the State Service has determined that a person nominated for appointment as Supervisor FireComm is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted:—Conviction check in the following areas: Arson and fire setting; Sexual offences; Crimes involving dishonesty (e.g. theft, burglary, breaking and entering, fraud); Crimes involving deception (e.g. obtaining an advantage by deception); Making false declarations; Violent crimes and crimes against the person and Malicious damage and destruction to property.

Accordingly a person nominated for appointment to a position of Supervisor FireComm will be required to provide a Record of Convictions in relation to the above from Tasmania



Police prior to appointment. Identity check. Disciplinary action in a previous employment check.

Desirable Requirements:—Previous supervisory experience in a similar communications and dispatch facility;

Hold a current drivers licence; and.

Post-secondary/tertiary qualifications in management or a similar field.

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 Phil Smith on (03) 6230 8403 or from [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au).

Enquiries to Phil Smith on (03) 6230 8403.

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

#### POLICE AND EMERGENCY MANAGEMENT

##### TASMANIA FIRE SERVICE

##### *Human Services*

#### **Manager Organisational Learning (521403T).**

Applications Close:—Monday, 5 October 2015.

Salary:—\$106,376 – \$111,227 p.a.

Tasmanian State Service Award, General Stream, Band 7 (including payment in accordance with Appendix 9 of TSSA).

Fixed-term full-time for 12 months.

Location:—Hobart.

Duties:—Develop and implement organisational learning strategies and systems that will support Tasmania Fire Service (TFS) as a whole and its training delivery units achieve their learning objectives, including the management of the TFS Registered Training Organisation (RTO).

Desirable Requirements:—Tertiary qualifications in human resource development and/or vocational education and training.

Diploma in Training and Assessment.

A current driver's licence.

To be considered for an interview an applicant must address each of the selection criteria outlined in the Statement of Duties. An Application for Employment is to be completed and forwarded with your application. Statement of Duties including selection criteria and Application for Employment form is available from Robyn Pearce on (03) 6230 8613 or from [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au).

Enquiries to Robyn Pearce on (03) 6230 8613.

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

#### POLICE AND EMERGENCY MANAGEMENT

##### TASMANIA FIRE SERVICE

##### *Human Services*

#### **RTO Administrator (521476T).**

Applications Close:—Monday, 5 October 2015.

Salary:—\$81,633 – \$84,115 p.a.

Tasmanian State Service Award, General Stream, Band 5 (including payment in accordance with Appendix 9 of TSSA).

Fixed-term full-time for 12 months.

Location:—Hobart.

Duties:—Administer the Registered Training Organisation (RTO) status of Tasmania Fire Service (TFS) and provide specialist vocational educational and training (VET) advice and support to TFS management, members and external stakeholders.

Desirable Requirements:—Vocational Education and Training and/or tertiary qualifications in human resource management, learning and development or other relevant discipline.

Certificate IV in Training and Assessment.

A current driver's licence.

To be considered for an interview an applicant must address each of the selection criteria outlined in the Statement of Duties. An Application for Employment is to be completed and forwarded with your application. Statement of Duties including selection criteria and Application for Employment form is available from Robyn Pearce on (03) 6230 8613 or from [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au).

Enquiries to Robyn Pearce on (03) 6230 8613.

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

#### PREMIER AND CABINET

##### CORPORATE AND GOVERNANCE

##### *Communications and Protocol Unit*

#### **Communications and Protocol Assistant (002324).**

Applications Close:—Monday, 5 October 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time.

Location:—Hobart.

Duties:—Assist in the delivery of communications and protocol services to contribute to the achievement of the objectives of the Communications and Protocol Unit (CPU) and the broader Department of Premier and Cabinet (DPAC).

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

Enquiries to Emma Matuszek, Communications Consultant, Communications and Protocol Unit, Department of Premier and Cabinet, phone (03) 6270 5475, email [emma.matuszek@dpac.tas.gov.au](mailto:emma.matuszek@dpac.tas.gov.au).

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

#### PREMIER AND CABINET

##### TMD

##### *Commercial Management*

#### **Budget and Financial Support Officer (001854).**

Applications Close:—Friday, 2 October 2015.

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

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time from 2/11/15 until 1/6/16, or until the return of the substantive occupant, whichever is the sooner.

Location:—Hobart.

Duties:—Contribute to the budgetary, accounting and financial analysis functions of the Commercial Management Branch, to support the financial objectives of TMD.

Desirable Requirements:—Accounting qualifications or progress towards, at a Diploma/Advanced Diploma level or equivalent is desirable.

Enquiries to Michael Mulley, Commercial Manager, TMD, Department of Premier and Cabinet, phone (03) 6232 7377, email michael.mulley@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.

## PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

### CORPORATE SERVICES

#### *Finance*

#### **Senior Finance Analyst (707431).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$84,539 – \$94,996 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time from 1/12/15 until 30/11/16.

Location:—Hobart.

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

Duties:—As a member of the Accounting Services Section: maintain and develop policies, procedures and systems to support internal controls, taxation compliance and external financial reporting for the Department; provide specialist advice, analysis and support to senior managers and staff on aspects relating to internal controls, taxation compliance and external financial reporting; and maintain effective relationships with Divisions and external stakeholders.

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 check is to be conducted: Conviction check for Crimes involving Dishonesty.

Desirable Requirements:—Appropriate tertiary qualifications in a relevant discipline. Eligible for membership of CPA Australia, Institute of Chartered Accountants in Australia or other professional body.

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 Adrian Pearce, phone (03) 6165 3115, email Adrian.Pearce@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.

## PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

### NATURAL AND CULTURAL HERITAGE

#### *Wildlife Management*

#### **Wildlife Services Officer (701892).**

Applications Close:—Friday, 2 October 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 administrative support across the Wildlife Management Branch and to assist in the delivery of a range of wildlife management programs.

Desirable Requirements:—Knowledge of Tasmanian wildlife. Knowledge of the Nature Conservation Act 2002.

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 Jenna Mays, phone (03) 6165 4302, email jenna.mays@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.

## PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

### PARKS AND WILDLIFE SERVICE

#### **Fire Crew Supervisor (707231).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$64,119 – \$73,199 p.a.

AWU (Tasmanian Public Sector) Award, General Stream, Band 4.

Permanent full-time.

Location:—North West Region, initially located in Ulverstone.

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

Duties:—Lead, direct and supervise teams of fire-fighters in fighting fires and other fire management related tasks including prescribed burning, clearing of vegetation, maintenance of fire trails, firebreaks and waterholes. Supervise maintenance of fire-fighting and other equipment used in these tasks. Assist in other regional operations when not required for fire management.

Essential Requirements:—Successful completion of the fire-fighter fitness assessment at the 'Arduous' level (4.83 km walk carrying 20.5 kg in 45 minutes or less). Minimum of 2000 hours fire-fighting experience or 6 seasons in fire crew (or equivalent). Complete requirements for Certificate II and Certificate III, Public Safety (fire-fighting operations)

Complete requirements for Certificate IV, Public Safety (fire-fighting supervision) or equivalent. Medium Rigid drivers licence. Remote Area First Aid.

Desirable Requirements:—Tree Fallers. Minimum of 2 seasons providing instruction and guidance to inexperienced fire-fighters for minimum of 50 days with 10 individuals.

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 John Duggan, phone 0418 513 695, email John.Duggan@parks.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.

## PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

### PARKS AND WILDLIFE SERVICE

#### *Operations*

#### **Fire Management Officer (705166).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$84,539 – \$94,996 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Within the Southern Region initially located at Glenorchy.

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

Duties:—Development and implementation of fire management strategies and plans to achieve PWS fire management objectives. Carry out fire management and suppression activities.

Desirable Requirements:—Tertiary qualifications in a relevant discipline. An ability to pass the PWS fire fighter fitness assessment at the 'Moderate' level. Tasmanian Driver's Licence Class C or equivalent.

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 Shane Breen, phone (03) 6165 4064, email Shane.Breen@parks.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.

## PUBLIC TRUSTEE

### TRUSTEE SERVICES

#### **Assistant Client Account Manager (791217).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term full-time 2 years (job share may be considered).

Location:—Hobart.

Duties:—The Assistant Client Account Manager will carry out general clerical tasks supporting the management of estates and trusts as directed in accordance with relevant legislation, procedural guidelines and client instructions.

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: crimes involving dishonesty, crimes of violence, serious drug offences and sex related offences.

Desirable Requirements:—Candidates should have an understanding of, or experience in the trustee industry or an associated industry, or the ability to acquire such knowledge quickly. This person will have the ability to work effectively individually and as part of a team, well developed communication and interpersonal skills including the ability to deal with a wide range of people in a sensitive and confidential manner and the ability to promote excellent client service through identifying and understanding client needs and building effective relationships.

Applicants are encouraged to obtain further information about the advertised vacancy and submit applications addressing the criteria contained in the statement of duties. The statement of duties may be downloaded from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website.

Enquiries to Philip Heaton, Manager, Personal Services Team, Public Trustee, G.P.O. Box 1565, Hobart, Tas, 7001, phone 6235 5210, email pheaton@publictrustee.tas.gov.au.

Applications to Karyne Johns, Human Resource Officer, Public Trustee, 116 Murray Street, Hobart, Tas, 7000, phone 62355241, email kjohns@publictrustee.tas.gov.au.

The Public Trustee is committed to being a competitive, efficient and caring provider of quality, independent, trustee services to the Tasmanian Community. Further information about our services is available at [www.publictrustee.tas.gov.au](http://www.publictrustee.tas.gov.au).

## STATE GROWTH

### BUSINESS SERVICES

#### **Customer Services Officer (372724).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term full-time 12 Months.

Location:—Hobart.

Duties:—Provide a professional, friendly, welcoming, informative and helpful reception service for clients, visitors and staff. This includes contact through face to face, email or telephone.

Provide administrative support across all divisions located in the department's head office including collation of papers, management of diaries, travel arrangements, recording minutes of meetings, Secretarial and organisational support.

Assist with scanning, classification, indexing and assignment of incoming and internally generated correspondence.

Complete a range of multiple and diverse administrative tasks including basic transactional processing, ordering of office supplies, bookings and monitoring of departmental vehicles and filing.

Arrange and prepare meetings including setup of video conferencing facilities.

Undertake help desk function for facilities.

Other administrative functions as required.

Enquiries to Shaun Willie, Manager Property and Facilities, Department of State Growth, phone (03) 6165 5034, email [Shaun.Willie@stategrowth.tas.gov.au](mailto:Shaun.Willie@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

###### *Mineral Resources Tasmania*

#### ***Lease and Licence Inspection Officer (372484).***

Applications Close:—Friday, 2 October 2015.

Salary:—\$58,394 – \$94,996 p.a.

Tasmanian State Service Award, Professional Stream, Band 1-2.

Permanent full-time.

Location:—Burnie.

Duties:—Carry out the duties of an Inspector of Mines in accordance with the Mineral Resources Development Act 1995 specifically: Carry out inspections, surveys and conduct investigations; and assess lease applications, operations and rehabilitation requirements and make inspections as necessary.

Evaluate, monitor and report on mining, quarrying, exploration, rehabilitation and heritage protection programs and make recommendations on a site specific basis to enhance the protection of environmental, historical and archaeological values.

Prepare reports, correspondence, briefs, checklists, and itineraries for formal inspections of mining, quarrying, exploration and rehabilitation activities.

Undertake the development and implementation of environmental and mining programs including compliance with existing regulation and conditions.

Maintain liaison with mines and quarries by regular visits and produce regular reports on the State's mining and quarrying industries.

Represent the Division through liaison with industry and Government agencies to ensure works undertaken are conducted in accordance with agreed conditions, and are timely and effective.

Provide professional balanced advice to departmental officers, operators and explorers on environmental impacts and rehabilitation measures in field situations.

Prepare submissions and reports on town planning matters and land use management as required.

Develop the MRT GIS system with relation to strategic management of mining leases.

Essential Requirements:—Satisfactory completion of an appropriate graduate qualification at a recognised University.

Current driver's licence.

Desirable Requirements:—Degree or diploma in mining engineering, a field of geoscience or environmental science.

Experience with earth moving operations and working with and managing sub-contractors.

Enquiries to Peta Townsend, Senior Executive Officer, Department of State Growth, phone (03) 6165 4745, email [Peta.Townsend@stategrowth.tas.gov.au](mailto:Peta.Townsend@stategrowth.tas.gov.au).

Applications to HR Operations, Department of State Growth, G.P.O. Box 536, Hobart 7001, email [recruitment@stategrowth.tas.gov.au](mailto:recruitment@stategrowth.tas.gov.au).

#### STATE GROWTH

##### INDUSTRY AND BUSINESS DEVELOPMENT

###### *Mineral Resources Tasmania*

#### ***Mining Leasing and Liaison Officer (372486).***

Applications Close:—Friday, 2 October 2015.

Salary:—\$78,959 – \$94,996 p.a.

Tasmanian State Service Award, Professional Stream, Band 2.

Permanent full-time.

Location:—Burnie.

Duties:—Carry out the duties of an Inspector of Mines in accordance with the Mineral Resources Development Act 1995 specifically: Carry out inspections, surveys and conduct investigations; and Assess lease applications, operations and rehabilitation requirements and make inspections as necessary.

Evaluate, assess, monitor and report on mining, quarrying, rehabilitation and heritage protection programs and make recommendations on a site specific basis to enhance the protection of environmental, historical and archaeological values.

Prepare reports, correspondence, briefs, checklists, and itineraries for formal inspections of mining, quarrying and rehabilitation activities.

Develop, manage, implement and assess a range of environmental and rehabilitation programs, including ongoing effective liaison with key stakeholders.

Produce regular reports on the State's mining and quarrying industries, contribute to the development of the Division's policies, and represent the Division on intergovernmental working groups.

Represent the Division through liaison with industry and Government agencies to ensure works undertaken are conducted in accordance with existing regulation and agreed conditions, and are timely and effective.

Provide professional balanced advice to departmental officers, operators and explorers, land owners and land managers on environmental impacts, rehabilitation measures and land management issues in field situations.

Prepare submissions and reports on town planning matters and land use management as required, and represent the Department at hearings if required.

Develop and maintain the MRT GIS system in relation to ongoing management of mining leases.

Essential Requirements:—Satisfactory completion of an appropriate graduate qualification at a recognised University.

Current driver's licence.

Desirable Requirements:—Degree or diploma in mining engineering, a field of geoscience or environmental science.



Experience with earth moving operations and working with and managing sub-contractors.

Enquiries to Peta Townsend, Senior Executive Officer, Department of State Growth, phone (03) 6165 4745, email Peta.Townsend@stategrowth.tas.gov.au.

Applications to HR Operations, Department of State Growth, G.P.O. Box 536, Hobart 7001, email recruitment@stategrowth.tas.gov.au.

## STATE GROWTH

### INDUSTRY AND BUSINESS DEVELOPMENT

#### *Mineral Resources Tasmania*

#### **Project Geologist (371616).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$78,959 – \$94,996 p.a.

Tasmanian State Service Award, Professional Stream, Band 2.

Fixed-term full-time for 2 years.

Location:—Burnie.

Duties:—Participate in activity relating to the administration and management of exploration on Exploration and Retention Licences and Mining Leases, and in particular those for metallic and industrial minerals.

Plan and undertake office and field based geoscientific projects associated with increasing the mineral prospectivity and/or effective land management of Tasmania, including the assessment and mapping of areas where a specialisation in structural geology is required.

Assist with the preparation and dissemination of information to increase the level of activity of the mineral exploration industry in Tasmania.

Assist in the planning and carrying out of tasks associated with the development of geoscientific databases and three-dimensional geological models of Tasmania.

Provide geoscientific advice and information to internal and external clients based on up-to-date knowledge and expertise.

Prepare reports for Departmental publications on any aspect of work undertaken.

Undertake other duties and responsibilities within the classification level of this position that are within the employee's competence and skills level, as required and appropriate.

Essential Requirements:—Satisfactory completion of an appropriate graduate qualification at a recognised University.

Current driver's licence.

Desirable Requirements:—Post-graduate degree or diploma in a field of geoscience.

Background experience in geoscience, with demonstrable expertise in an area of specialisation in geoscience, especially in an area relevant to mineral discovery in Tasmania.

Demonstrable experience in the fields of structural geology applied to mineralised terrains.

Enquiries to Peta Townsend, Senior Executive Officer, Department of State Growth, phone (03) 6165 4745, email Peta.Townsend@stategrowth.tas.gov.au.

Applications to HR Operations, Department of State Growth, G.P.O. Box 536, Hobart 7001, email recruitment@stategrowth.tas.gov.au.

## STATE GROWTH

### INDUSTRY AND BUSINESS DEVELOPMENT

#### *Mineral Resources Tasmania*

#### **Senior Land Information Officer (372336).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$77,012 – \$79,354 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Burnie.

Duties:—Contribute to the establishment, and ongoing development, of systems and processes to support the tenement administration and land management activities of MRT.

Manage and contribute to the capture and maintenance of spatial mineral tenement data using GIS systems, and ensure the accuracy and quality of outputs.

Co-ordinate spatial mineral tenement projects, including completing more complex technical tasks.

Provide drafting/cartographic and spatial analysis services for section clients, both internal and external to MRT.

Liaise with Government and private organisations regarding the acquisition of accurate and up to date land tenure and land management datasets relevant to MRT business.

Evaluate other Agencies' land tenure and land management information as required in relation to the Mineral Resources Development Act 1995.

Provide technical direction and support, and identify and develop training for other staff in work procedures relating to mineral tenements and land tenure.

Undertake other duties and responsibilities within the classification level of this position that are within the employee's competence and skills level, as required and appropriate.

Essential Requirement:—An Advanced Diploma from a recognised TAFE institution, or an equivalent qualification, appropriate to the nature of the work.

Desirable Requirements:—At least 5 years demonstrated practical experience using CAD and GIS.

Knowledge of or experience working with mineral tenement data (or similar) and thematic mapping.

Experience in supervising staff and managing projects.

Enquiries to Peta Townsend, Senior Executive Officer, Department of State Growth, phone (03) 6165 4745, email Peta.Townsend@stategrowth.tas.gov.au.

Applications to HR Operations, Department of State Growth, G.P.O. Box 536, Hobart 7001, email recruitment@stategrowth.tas.gov.au.

## STATE GROWTH

### INDUSTRY AND BUSINESS DEVELOPMENT

#### *Mineral Resources Tasmania*

#### **Senior Project Geologist (372069).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$100,355 – \$104,931 p.a.

Tasmanian State Service Award, Professional Stream, Band 3.

Fixed-term full-time for 2 years.

Location:—Burnie.

Duties:—Undertake a management role in the administration and management of Exploration and Retention Licences and Mining Leases.

Assist the Manager Geoscience in the management of the Geoscience Branch particularly in managing the Burnie office.

Plan detailed work programs and supervisor dependent staff in geoscience projects and in the production of reports/maps from such projects.

Plan and carry out tasks associated with the development and ongoing curation of geoscientific databases for GIS, three-dimensional geoscience models and the TIGER information system.

Lead and undertake field and office-based projects associate with increasing the prospectivity of Tasmania.

Prepare and disseminate information to increase the level of activity of the mineral exploration industry in Tasmania.

Provide geoscientific advice and information to internal and external clients based on up-to-date knowledge and expertise.

Prepare reports for Departmental publications on any aspects of work undertaken.

Contribute to the curation and review, as part of mine lease and retention licence applications, of mineral resource and reserve data.

Undertake other duties and responsibilities within the classification level of this position that are within the employee's competence and skills level, as required and appropriate.

Essential Requirements:—Satisfactory completion of an appropriate graduate qualification at a recognised University.

Current driver's licence.

Desirable Requirements:—Post-graduate degree or diploma in a field of geoscience.

Considerable background experience in geoscience, with demonstrable expertise in an area of specialisation in geoscience, especially in an area relevant to mineral discovery in Tasmania.

Demonstrable experience in the calculation and assessment of resources and reserves for metallic minerals and/or industrial minerals.

Enquiries to Peta Townsend, Senior Executive Officer, Department of State Growth, phone (03) 6165 4070, email [Peta.Townsend@stategrowth.tas.gov.au](mailto:Peta.Townsend@stategrowth.tas.gov.au).

Applications to HR Operations, Department of State Growth, G.P.O. Box 536, Hobart 7001, email [recruitment@stategrowth.tas.gov.au](mailto:recruitment@stategrowth.tas.gov.au).

#### STATE GROWTH

##### INFRASTRUCTURE TASMANIA

#### ***Director, Infrastructure Review and Evaluation (372809).***

Applications Close:—Friday, 2 October 2015.

Salary:—\$121,318 – \$133,450 p.a.

Equivalent Specialist.

Fixed-term full-time for 3 years.

Location:—Hobart.

Remuneration:—Remuneration package incorporates salary, superannuation and either private use of a fully maintained vehicle or an allowance in lieu of the vehicle.

Duties:—Plan, design and lead the development and implementation of Infrastructure Tasmania's project review and evaluation strategy to ensure that project prioritisation delivers economic benefits and value for money to Tasmania.

Develop, implement and evaluate rigorous approaches and proven methodologies for the purpose of assessing and prioritising infrastructure projects that optimise available funding and development resources to support sustained economic growth.

From an engineering project design and delivery perspective, provide authoritative advice regarding major infrastructure proposals and projects to the CEO ITas, the Premier and relevant Minister/s. To facilitate this, the role conducts complex technical analyses with respect to existing infrastructure capacity, its constraints, and future infrastructure requirements to inform the development of long-term infrastructure planning on a state-wide basis.

Establish and sustain productive stakeholder relationships that advance the Tasmanian Government's infrastructure agenda including representing ITas at high-level state and national forums to support the delivery of the Government's infrastructure commitments.

Provide leadership to direct reports, project teams and/or external service providers, as required, by clearly articulating strategic direction, operational implementation and expectations of service delivery, defining and negotiating priorities and utilising contemporary project and people management practices to deliver effective and timely business outcomes.

Desirable Requirements:—Relevant qualifications and/or experience in engineering or major infrastructure projects.

Enquiries to Allan Garcia, Chief Executive Officer, Infrastructure Tasmania, Department of State Growth, phone (03) 6166 3285, email [allan.garcia@stategrowth.tas.gov.au](mailto:allan.garcia@stategrowth.tas.gov.au).

Applications to HR Operations, Department of State Growth, G.P.O. Box 536, Hobart 7001, email [recruitment@stategrowth.tas.gov.au](mailto:recruitment@stategrowth.tas.gov.au).

#### STATE GROWTH

##### INFRASTRUCTURE TASMANIA

#### ***Manager Economic Analysis (372777).***

Applications Close:—Friday, 2 October 2015.

Salary:—\$109,279 – \$115,977 p.a.

Tasmanian State Service Award, General Stream, Band 8.

Fixed-term full-time for 3 years.

Location:—Hobart.

Duties:—Provide expert economic analysis, advice and recommendations of infrastructure project proposals and other key issues that are referred to ITas.

Develop and refine appropriate tools to facilitate the analysis of costs and benefits of specific proposals.

Undertake demand monitoring, robust forecasting and scenario modelling for key commodities and sectors to facilitate infrastructure planning.

Provide effective leadership within the team through the effective and efficient management of project resources to ensure work objectives are completed in a timely manner and to a high standard.

Undertake high level communication including representation in external forums, collaboration, negotiation and resolution of complex issues, and the completion and presentation of information (such as briefings, correspondence, reports and submissions) to relevant stakeholders.

Desirable Requirements:—Completion of relevant economics-related tertiary or industry qualifications, and/or professional affiliation.

Enquiries to Allan Garcia, Chief Executive Officer, Infrastructure Tasmania, Department of State Growth, phone (03) 6166 3285, email [allan.garcia@stategrowth.tas.gov.au](mailto:allan.garcia@stategrowth.tas.gov.au).

Applications to HR Operations, Department of State Growth, G.P.O. Box 536, Hobart 7001, email [recruitment@stategrowth.tas.gov.au](mailto:recruitment@stategrowth.tas.gov.au).

## STATE GROWTH

### TRANSPORT SERVICES

#### *State Roads*

#### **Project Manager (2 Vacancies).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$100,355 – \$104,931 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Vacancy No. 373254.

Fixed-term full-time until 30 September 2017.

Location:—Hobart.

Vacancy No. 372460.

Permanent full-time.

Location:—Hobart.

Classification Information:—Dependant on qualifications (refer to Essential Requirements) appointment to these roles will be at either:—Tasmanian State Service Award, General Stream, Band 7; Tasmanian State Service Award, Professional Stream, Band 3; or DIER Engineers Industrial Agreement, Engineer Band B 9.

Duties:—Manage teams responsible for planning, scoping, development and/or delivery phases of transport infrastructure projects across the State, including mentoring and providing support and professional development to less experienced staff.

Undertake project management responsibilities throughout the planning, scoping, development and/or delivery phases of complex and significant transport infrastructure projects, including conducting key stakeholder consultation and briefings.

Develop, maintain and implement management plans for the control of scope, time, finances, quality, resources, risk management, issues management, stakeholder management and public consultation and communications.

Effectively and efficiently manage the scoping, procurement and delivery of professional services by external consultants in accordance with the Department's Provision of Professional Services Contract.

Effectively and efficiently manage the procurement and/or contract administration of construction and/or maintenance contracts in accordance with Department's Contract Manual, including undertaking the role of Superintendent's Representative as required.

Apply high level technical skills and knowledge to manage complex issues and specify, monitor and assess the quality of works and services provided by internal staff and external consultants and contractors in accordance with Government and Departmental policies, procedures and specifications.

Provide high level management analysis, advice and input for the development and documentation of the Department's management policies, procedures and systems.

Desirable Requirements:—Undergraduate and/or postgraduate qualifications or experience in engineering, project management, contract management or any other area relevant to the selection criteria.

Minimum of 5 years' experience as the project manager of the development and delivery of civil infrastructure projects with capital works values in excess of \$2 million.

Current Drivers Licence.

Enquiries to Adrian Paine, A/Manager, Project Services, Department of State Growth, mobile 0409 641 569, email [adrian.paine@stategrowth.tas.gov.au](mailto:adrian.paine@stategrowth.tas.gov.au).

Applications to HR Operations, Department of State Growth, G.P.O. Box 536, Hobart 7001, email [recruitment@stategrowth.tas.gov.au](mailto:recruitment@stategrowth.tas.gov.au).

## TASMANIAN AUDIT OFFICE

### *Office of the Auditor-General*

#### *Performance Audit Services*

#### **Graduate Performance Analyst Auditor (356513).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$57,249 – \$67,551 p.a.

Tasmanian State Service Award, Graduate.

Fixed-term full-time 73.5 hours per fortnight for a period of 3 years.

Location:—Hobart.

Applicants with a tertiary qualification in Economics or equivalent are encouraged to apply.

Duties:—The graduate role will perform a range of duties including: working on large projects, contributing to the development of audit strategies, plans and specifications and drafting of performance audit reports. This role will also include: identifying and researching audit issues, preparing briefings and presentations, developing recommendations on specific issues and building relationships with clients and key stakeholders.

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 and Identification check.

Enquiries to Simon Andrews, Manager Performance Audit, Tasmanian Audit Office, phone (03) 6173 0900, email [simon.andrews@audit.tas.gov.au](mailto:simon.andrews@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 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 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

### ORGANISATIONAL SUPPORT

#### **Senior Consultant, Communication and Marketing (967905).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$84,539 – \$94,996 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time 73.5 hours per fortnight.

Location:—North-West.

Description:—Provide specialist advice on marketing, branding and communications to the Senior Management Group, including development and implementation of an internal communication plan and implementation of an external communications, marketing and branding strategy. Provide central co-ordination of the organisations marketing and media requirements, and develop internal and external relationships that support the organisations Communications and Marketing Strategy.

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

Desirable Requirements:—A relevant tertiary qualification.

Enquiries to Mark Geeves, Manager TasTAFE Secretariat, TasTAFE, phone (03) 6165 5958, email mark.geeves@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

### ORGANISATIONAL SUPPORT

#### **Senior Consultant, Digital Marketing (965714).**

Applications Close:—Friday, 2 October 2015.

Salary:—\$84,539 – \$94,996 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time 73.5 hours per fortnight.

Location:—South.

Description:—Work collaboratively with the Department of Education Information Technology Services and other third party stakeholders to develop, implement and maintain the

organisation's digital media presence including internet and intranet sites. Project manage digital media strategies including consultation with stakeholders and staff, leading and supporting working groups and developing related implementation and evaluation processes.

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

Desirable Requirements:—A relevant tertiary qualification.

Enquiries to Mark Geeves, Manager TasTAFE Secretariat, TasTAFE, phone (03) 6165 5958, email mark.geeves@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.

## TREASURY AND FINANCE

### ECONOMIC AND FINANCIAL POLICY DIVISION

#### *Economic Policy Branch*

#### **Senior Economic Analyst (724254).**

Applications Close:—Friday, 2 October 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 2 September 2016.

Location:—Hobart.

Duties:—The employee, as a member of the Economic and Financial Policy Division, will be required, both individually and as a member of a team, to assist in the provision of economic policy advice to the Government and to undertake economic policy research and investigations and prepare major correspondence, reports and submissions.

In the context of the selection criteria, to be successful in the position applicants will have:—demonstrated the ability to understand complex issues by drawing on a range of factual information; the ability to communicate effectively with internal and external stakeholders and demonstrated initiative and the ability to manage own output and work effectively in a team environment.

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

Enquiries to Alison Watt, Assistant Director, Economic Policy Branch, Department of Treasury and Finance, phone (03) 6166 4250, email alison.watt@treasury.tas.gov.au.

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



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

## Tasmanian Government Senior Executive Service

HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

*North West Region*

### ***Executive Director of Services, North West (522299).***

Applications Close:—Friday, 2 October 2015.

Salary:—\$172,713 – \$189,984 p.a.

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

Fixed-term full-time day worker, working 76 hours per fortnight for 12 months.

Location:—North West Region.

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.

On 1 July 2015, the THS was established to improve patient outcomes by delivering better health services to Tasmanians. The establishment of a single statewide delivery structure will improve the co-ordination of services and reduce duplication in both administrative overheads and clinical support services.

The THS delivers services including primary health care, mental health services, rehabilitation, and sub-acute and acute care. We work closely with GPs and other health and social care providers across Tasmania to deliver co-ordinated care in the most suitable setting.

The North West Region encompasses 12 facilities including:

Two acute hospital campuses located across the state providing acute care, outpatient, community, aged care, subacute services, diagnostic, emergency care, intensive care, inpatient mental health services, maternity services and specialty medical and surgical services.

Community health centres and rural facilities provide services including community allied health, community mental health, community nursing, home care, palliative care, dementia services, specialised case management services, aids and appliances and health promotion programs.

Three Rural hospitals (including multi-purpose services and multi-purpose centres) provide sub-acute inpatient care, as well as some emergency care and a wide range of community health services.

Who are we looking for?

We are seeking a motivated and experienced Executive Director of Services (EDS) to lead the North West Region.

This role is a fixed term transition role and the successful applicant will be responsible for working with the CEO on the establishment and management of a single statewide delivery structure during the initial transition period from a regional based service to a co-ordinated statewide health service. The

EDS will be accountable for delivering outcomes in line with the directives of the Governing Council and the broad direction of the CEO of the THS.

The EDS is responsible and accountable for:—The effective management and delivery of patient-centred services in the THS-North West Region.

The safety and quality of care provided and for ensuring that the provision of services is in accordance with the strategic direction.

Meeting budget and other objectives identified by the CEO as relevant to the services for which they are responsible.

Do you have?

Proven track record of effective operational management covering planning, human resources, budget, assets, operational planning, change management, quality improvement and risk management.

Significant evidence of sound recent experience at a strategic and operational level in health and human services in a significant and geographically dispersed organisation.

Demonstrated ability to understand the political, social and organisational environment, to identify relevant issues and to make sound judgments about strategies, directions and priorities.

Highly developed communication, negotiation and interpersonal skills demonstrating the capability to build strong relationships with diverse stakeholder groups and manage change.

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:—A tertiary qualification or degree in a relevant discipline which may include a clinical, public health, business administration, health science or human services field. Post-graduate qualifications will be highly regarded.

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 Brand, Interim CEO Tasmanian Health Service, Department of Health and Human Services and Tasmanian Health Service, phone 0439 936 869, email [ceo.ths@dhhs.tas.gov.au](mailto:ceo.ths@dhhs.tas.gov.au).

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

Better health and quality of life around Tasmania. Visit us at [www.ths.tas.gov.au](http://www.ths.tas.gov.au).

Like us on Facebook.

## 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 | E. Sinclair     | 6 months                | 21.09.15              |
| Education  | Teacher Assistant - MDT      | P. Bailey       | 6 months                | 12.10.15              |
| Health & Human Services & Tasmanian Health Service | Senior Physiotherapist - AMU | E. Konetschnik  | 6 months                | 04.10.15              |
| Justice  | CSO Supervisor               | H. Wells        | 6 months                | 17.09.15              |
| Premier & Cabinet                                  | Client Services Officer      | B. Brocksopp    | 6 months                | 14.09.15              |
| Public Trustee                                     | Client Account Manager       | G. Hohl         | 6 months                | 14.09.15              |

### *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> |
|---------------|------------------------|-----------------|-------------|-----------------------|
| Justice       | Deputy Registrar       | R. Thomas       | 2 years     | 21.09.15              |

### *Extension or Renewal of Fixed-term Appointments Beyond 12 Months*

| <i>Agency</i>     | <i>Duties Assigned</i> | <i>Employee</i> | <i>Term</i> | <i>Date of Effect</i> |
|-------------------|------------------------|-----------------|-------------|-----------------------|
| Premier & Cabinet | Policy Analyst         | D. Palmer       | 1.5 months  | 19.09.15              |

### *Promotion of Permanent Employees*

| <i>Agency</i>                                      | <i>Employee</i> | <i>Duties Assigned</i>  | <i>Date of Effect</i> |
|--|-----------------|---|-----------------------|
| Health & Human Services & Tasmanian Health Service | L. Lendvay      | Nurse Unit Manager - John L Grove Rehabilitation                        | 21.09.15              |
| Health & Human Services & Tasmanian Health Service | K. Perkins      | Principal Project Officer   | 21.09.15              |
| Health & Human Services & Tasmanian Health Service | K. Grant        | Clinical Nurse Consultant - Paediatric Unit                             | 13.09.15              |
| Health & Human Services & Tasmanian Health Service | S. Newbold      | Policy & Project Officer - Emergency Preparedness and Medical Workforce | 28.09.15              |
| Health & Human Services & Tasmanian Health Service | K. Garvey       | Manager Strategic Partnerships  | 16.09.15              |
| Justice  | R. Silver       | Assessment Officer  | 17.09.15              |
| Police & Emergency Management                      | C. Leder        | Forensic Procedures Compliance Officer                                  | 02.09.15              |
| Premier & Cabinet                                  | R. Hinkley      | Deputy Director Strategic Projects and Service Delivery Support         | 17.08.15              |
| Primary Industries, Parks, Water & Environment     | M. Rinaldi      | Property Officer  | 24.09.15              |
| Primary Industries, Parks, Water & Environment     | A. Tolhurst     | Property Officer  | 24.09.15              |
| Primary Industries, Parks, Water & Environment     | C. Wise         | Senior Human Resources Officer (Employment)                             | 24.09.15              |
| Primary Industries, Parks, Water & Environment     | J. Cooper       | Operations Manager  | 10.09.15              |

*Resignation of Permanent Employees*

| <i>Agency</i>                                      | <i>Duties Assigned</i>                             | <i>Employee</i> | <i>Date of Effect</i> |
|--|--|-----------------|-----------------------|
| Education  | Canteen Supervisor                                 | Y. Young        | 26.08.15              |
| Health & Human Services & Tasmanian Health Service | Senior Contract Officer                            | A. Swan         | 11.09.15              |
| Health & Human Services & Tasmanian Health Service | Nurse Unit Manager - Devonport<br>Community Health | J. Taylor       | 04.09.15              |
| Health & Human Services & Tasmanian Health Service | CSSD Technician                                    | K. Gardam       | 30.08.15              |
| Health & Human Services & Tasmanian Health Service | Executive Assistant                                | T. Hadley       | 13.09.15              |
| Health & Human Services & Tasmanian Health Service | Client Services Officer                            | T. Reardon      | 16.09.15              |
| Police & Emergency Management                      | Forensic Scientist                                 | D. McHoul       | 25.09.15              |
| Police & Emergency Management                      | Senior Project Officer                             | G. Winter       | 11.09.15              |

*Retirement of Permanent Employees*

| <i>Agency</i>                                      | <i>Duties Assigned</i> | <i>Employee</i> | <i>Date of Effect</i> |
|--|------------------------|-----------------|-----------------------|
| Education  | Teacher                | J. Brown        | 28.08.15              |
| Health & Human Services & Tasmanian Health Service | Pay/Personnel Advisor  | C. Miller       | 12.09.15              |

*Transfer of Permanent Employees*

| <i>Agency</i> | <i>Employee</i> | <i>New Agency</i> | <i>Duties Assigned</i>      | <i>Date of Effect</i> |
|---------------|-----------------|-------------------|-----------------------------|-----------------------|
| State Growth  | R. Roberts      | Premier & Cabinet | Senior HR Policy Consultant | 16.09.15              |



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