



# TASMANIAN STATE SERVICE NOTICES

PUBLISHED BY  
AUTHORITY  
ISSN 0039-9795

WEDNESDAY 10 FEBRUARY 2016

OVER THE COUNTER  
SALES \$1.10  
INCLUDING G.S.T.

## CONTENTS.

### VACANCIES—

Education.....	229
Health and Human Services .....	235
Justice.....	249
Police and Emergency Management.....	251
Premier and Cabinet.....	251
Primary Industries, Parks, Water and Environment.....	252
Public Trustee.....	254
State Growth .....	255
Treasury and Finance .....	256
TASTAFE.....	257

### PROMOTIONS WITHOUT ADVERTISING—

Health and Human Services .....	257
---------------------------------	-----

### STAFF MOVEMENTS—

Appointments .....	258-259
Promotions.....	259
Resignations .....	259
Retirements.....	259
Transfers .....	259

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 at the State Service Management Office, 5th Floor, 144 Macquarie Street, Hobart and in the reference section of major branches of the State Library.

Tasmanian Government Gazettes are available for sale from Mercury Walch Pty Ltd, 5 Bowen Road, Moonah, Tasmania 7009.

### Further Information

Applicants are strongly advised to seek further information including the statement of duties, from the [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 7462 or email: **jobs@dpac.tas.gov.au**

#### Order Information

When using this facility please ensure your order and a copy of the material or vacancy reference are faxed to Mercury Walch Pty Ltd on (03) 6232 2138

#### Deadlines

*Government Gazette* :—

Copy must be received by Mercury Walch Pty Ltd by **last mail or 4pm Friday** prior to publication.

*State Service Notices—Vacancy, Direct Selection and Staff Movement Notices*:—Information is to be entered on the jobs system by **6 p.m. Friday** prior to publication  
Telephone (03) 6232 7462

**Deadlines will be strictly adhered to**

**Subscription or account enquiries phone (03) 6232 2137.**

#### Gazette and State Service Online

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

## EDUCATION

### EARLY YEARS AND SCHOOLS

#### *Professional Learning Institute*

#### **Operations Manager, Professional Learning Institute (970144).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$137,556 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal (Out of School) Band 3A, Level 4.

Fixed-term full-time 73.50 hours per fortnight from 07/03/2016 to 12/03/2018.

Location:—South.

Description of Role:—Provide high level educational leadership involving the co-ordination of Professional Learning Institute (PLI) staff. Collaborate with key stakeholders to ensure the provision of effective and timely professional learning to assist with school improvement and strategic plan outcomes.

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.

Proven senior management and leadership experience in a large private or public sector organisation.

A current driver's licence.

Enquiries to Shane Frost, Department of Education, phone (03) 6165 5497, email **shane.frost@education.tas.gov.au**.

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

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

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

## EDUCATION

### EARLY YEARS AND SCHOOLS

#### *Professional Learning Institute*

#### **Professional Learning Leader, Professional Learning Institute (965247).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$123,512 p.a.

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

Fixed-term full-time 73.50 hours per fortnight from 07/03/2016 to 05/03/2018.

Location:—South.

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

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

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

The Head of the State Service has determined that the person nominated for this 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 Shane Frost, Department of Education, phone (03) 6165 5497, email [shane.frost@education.tas.gov.au](mailto:shane.frost@education.tas.gov.au).

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

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

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

## EDUCATION

### EARLY YEARS AND SCHOOLS

#### *Child and Family Centre*

#### ***Community Inclusion Worker, Child and Family Centre St Helens (970323).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$65,401 – \$75,410 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term part-time 29.40 hours per fortnight commencing As soon as possible until 31 December 2016.

Location:—St Helens Child and Family Centre.

In partnership with local communities, Community Inclusion Workers (CIWs) will assist with maintaining and developing the Child and Family Centres (CFCs) and engage with the community to breakdown identified barriers to social participation.

At the direction of the Centre Leader, work collaboratively with the community, parents/caregivers, local and state government agencies and service providers to support the participation of local families in the planning and delivery of community activities/programs and referral to other services that are responsive to the needs of families and young children. In particular, CIWs will connect with socially marginalised or at-risk children and families to assist them to access the CFC for improved outcomes in child development, education and health from 0 to 5 years.

Work with CFC staff and partner services to achieve effective approaches to engaging disadvantaged parents and families in their communities.

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.

A current drivers licence.

Desirable Requirements:—An appropriate qualification, such as a qualification in Child Care, Early Childhood Education, Health Care and/or Community Development, or a related discipline.

Current Driver Licence.

Enquiries to Petronella Dingjan-Bult, Centre Leader, Department of Education, phone 0409 217 586, email [petronella.dingjan-b@education.tas.gov.au](mailto:petronella.dingjan-b@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 Human Resources (Vacancy and Staffing Services), Department of Education, phone (03) 6165 6285, email [recruitment@education.tas.gov.au](mailto:recruitment@education.tas.gov.au).

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

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

## EDUCATION

### LEARNING SERVICES

#### *Child and Family Centres*

#### ***Education Officer, Child and Family Centre Burnie (969484).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$61,088 – \$90,682 pro rata, per annum.

Teaching Service (Tasmanian Public Sector) Award, Teacher (Non Teaching).

Fixed-term part-time 44.10 hours per fortnight from as soon as possible until 31 December 2016.

Location:—North-West.

Description of the role:—To develop, implement and manage appropriate educational activities in the CFC to achieve learning, social and emotional outcomes. To assess individual progress for children aged birth to four through observation, intervention and modelling. To guide, lead and assist in the formulation of CFC programs; aligning these with the Early Years Framework. To liaise with and collaborate where appropriate with schools and the early years teaching teams to provide strong continuity of educational provision.

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.

Specific Early Childhood Education qualification.

Enquiries to Fran Owens, Centre Leader, Child and Family Centre, Burnie, Department of Education, phone (03) 6430 4222, email [fran.owens@education.tas.gov.au](mailto:fran.owens@education.tas.gov.au).

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, phone (03) 6165 6285, email [recruitment@education.tas.gov.au](mailto:recruitment@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.

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

#### *Child and Family Centres*

#### ***Social Worker, Child and Family Centre Beaconsfield (970358).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$53,542 – \$86,856 pro rata, per annum.

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

Fixed-term part-time 30.40 hours per fortnight from as soon as possible to 31/12/2016.

Location:—Beaconsfield Child and Family Centre.

Work at the Child and Family Centre (CFC) as a member of the team to provide a social work service which supports children and their families. Contribute to capacity building of the Child and Family Centre communities to improve health and well-being, access, participation, achievement, education and care of children (pre-birth-5 years).

Desirable Requirements:—A current driver's licence. Eligibility for membership of the Australian Association of Social Workers.

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

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

Enquiries to Sirppa Khan, Department of Education, phone (03) 6383 1742, email [sirppa.khan@education.tas.gov.au](mailto:sirppa.khan@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

#### *Child and Family Centres*

wayraparattee Child and Family Centre, Geeveston

#### ***Community Inclusion Worker, wayraparattee Child and Family Centre (2 Vacancies).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$65,401 – \$75,410 pro rata, per annum.

Tasmanian State Service Award, General Stream Band 4.

Vacancy No. 965080.

Fixed-term full-time 73.50 hours per fortnight from as soon as possible until 29 April 2016.

Location:—wayraparattee Child and Family Centre.

Vacancy No. 970291.

Fixed-term part-time 29.40 hours per fortnight from as soon as possible until 29 April 2016.

Location:—wayraparattee Child and Family Centre.

Description of the Role:—In partnership with local communities, Community Inclusion Workers (CIWs) will assist with maintaining and developing the Child and Family Centres (CFCs) and engage with the community to breakdown identified barriers to social participation. At the direction of the Centre Leader, work collaboratively with the community, parents/caregivers, local and state government agencies and service providers to support the participation of local families in the planning and delivery of community activities/programs and referral to other services that are responsive to the needs of families and young children. In particular, CIWs will connect with socially marginalised or at-risk children and families to assist them to access the CFC for improved outcomes in child development, education and health from 0 to 5 years. Work with CFC staff and partner services to achieve effective approaches to engaging disadvantaged parents and families in their communities.

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.

A current drivers licence.

Desirable Requirements:—An appropriate qualification, such as a qualification in Child Care, Early Childhood Education, Health Care and/or Community Development, or a related discipline.

Enquiries to Leigh Oates, Department of Education, phone (03) 6297 0052, email [leigh.oates@education.tas.gov.au](mailto:leigh.oates@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 Human Resources (Vacancy and Staffing Services), Department of Education, phone (03) 6165 6285, email [recruitment@education.tas.gov.au](mailto:recruitment@education.tas.gov.au).

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

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)*

## Kempton Primary School

***Education Facility Attendant (Grounds and Building Maintenance), Kempton Primary School (963619).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$41,063 – \$46,727 p.a.

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

Permanent part-time 17 hours per fortnight.

Location:—Kempton Primary School.

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

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

Enquiries to MaryAnne Picone, Principal, Kempton Primary School, Department of Education, phone (03) 6259 1245, email [margaret.johnson1@education.tas.gov.au](mailto:margaret.johnson1@education.tas.gov.au).

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

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)*

## Orford Primary School

***Library Technician, Orford Primary School (965025).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$58,394 – \$63,226 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 16 hours per fortnight from 26/04/2016.

Location:—Orford Primary School.

Description of the Role:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition

of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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:—Diploma in Library and Information Services.

Enquiries to Mary-Anne Pyke, School Business Manager, Orford Primary School, Department of Education, phone (03) 6257 1126, email [maryanne.pyke@education.tas.gov.au](mailto:maryanne.pyke@education.tas.gov.au).

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

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)*

## Rosny College

***Advanced Skills Teacher, Rosny College, (953118).***

Applications Close:—Friday, 19 February 2016.

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:—Rosny College.

Description of the Role:—To implement and manage appropriate learning programs for students and to assess individual student progress. Assist the Principal in the general educational leadership, management and administration of a particular sector of the 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 Deb Day, Principal, Rosny College, Department of Education, phone (03) 6244 9200, email deb.day@education.tas.gov.au.

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

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)*

Bowen Road Primary School

#### **Library Technician, Bowen Road Primary School (965006).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$58,394 – \$63,226 pro rata, per annum.

Tasmanian State Service Award, General Stream Band 3.

Fixed-term part-time 20 hours per fortnight from as soon as possible until 18 December 2016.

Location:—Bowen Road Primary School.

Description of the role:—Undertake a range of client-focused school library services including the provision of technical advice and assistance to staff and students about access to publications and information generally. Undertake technical duties including document delivery, acquisition of library materials, implementing collection management procedures and bibliographic tasks including cataloguing, record creation and amendment for library resources. Apply established solutions to procedural and related problems and issues. Resolve or refer client enquiries.

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:—Diploma in Library and Information Services.

Enquiries to Jodi Henderson, School Business Manager, Department of Education, phone (03) 6228 1549, email jodi.henderson@education.tas.gov.au.

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

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)*

Bowen Road Primary School

#### **School Administration Clerk, Bowen Road Primary School (306392).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$51,782 – \$56,011 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time 50 hours per fortnight.

Location:—Bowen Road Primary School.

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

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

Enquiries to Jodi Henderson, School Business Manager, Department of Education, phone (03) 6228 1549, email jodi.henderson@education.tas.gov.au.

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

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)*

Cosgrove High School

#### **Education Facility Attendant (Cleaning), Cosgrove High School (953370).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$41,063 – \$46,727 p.a.

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

Permanent full-time 80 hours per fortnight.

Location:—Cosgrove High School.

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

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

Enquiries to Helen Hale, School Business Manager, Department of Education, phone (03) 6271 1111, email [helen.hale@education.tas.gov.au](mailto:helen.hale@education.tas.gov.au).

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

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)*

#### Montrose Bay High School

#### ***School Administration Officer, Montrose Bay High School (953577).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$58,394 – \$63,226 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time 73.5 hours per fortnight.

Location:—Montrose Bay High School.

Description of the role:—Assist the School Business Manager in the management of a school office, controlling and co-ordinating work, data and information flow. Provide general instruction, guidance and supervision for assigned office staff. Provide advice and general administrative support to the School Business Manager and staff and students.

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

Enquiries to Sharon Lacey, School Business Manager, Department of Education, phone (03) 6208 2601, email [sharon.lacey@education.tas.gov.au](mailto:sharon.lacey@education.tas.gov.au).

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

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*

#### Trevallyn Primary School

#### ***Advanced Skills Teacher, Trevallyn Primary School (970361).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$96,766 p.a.

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

Permanent full-time 70.00 hours per fortnight.

Location:—Trevallyn 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 Annette Hollingsworth, Department of Education, phone (03) 6331 9657, email [annette.hollingsworth@education.tas.gov.au](mailto:annette.hollingsworth@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*  
Mountain Heights School

***Advanced Skills Teacher, Mountain Heights School (969427).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$96,766 pro rata, per annum.

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

Fixed-term full-time 70 hours per fortnight, as soon as possible until 22 December 2016.

Location:—Mountain Heights 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.

This is a coaching support role for early career teachers.

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 Tessa Creeley, Department of Education, phone (03) 6471 0200, email [tessa.creeley@education.tas.gov.au](mailto:tessa.creeley@education.tas.gov.au).

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

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*  
Smithton Primary School

***Teacher (Support), Smithton Primary School (200501).***

Applications Close:—Friday, 19 February 2016.

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

Teaching Service (Tasmanian Public Sector) Award, Teacher.

Permanent part-time 28 hours per fortnight.

Location:—Smithton Primary School.

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

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

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

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

Desirable Requirements:—To implement and manage appropriate learning programs for students and to assess individual student progress.

Enquiries to Jo Hillman, Department of Education, phone (03) 6452 1955, email [jo.hillman@education.tas.gov.au](mailto:jo.hillman@education.tas.gov.au).

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

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

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

EDUCATION

LEARNING SERVICES

*Learning Services Northern Region*

Student Support

***School Psychologist (Learning Services Northern Region) (963516).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$61,088 – \$90,007 p.a.

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

Permanent full-time 70.00 hours per fortnight.

Location:—West Coast.

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

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

The Head of the State Service has determined that the person



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

Desirable Requirements:—A current driver's licence.

Eligible for membership of the Australian Psychological Society.

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

Enquiries to Anne Stewart, Department of Education, phone (03) 6478 4326, email [anne.m.stewart@education.tas.gov.au](mailto:anne.m.stewart@education.tas.gov.au).

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

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

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

## EDUCATION

### LEARNING SERVICES

#### *Learning Services Northern Region*

#### Student Support

#### ***Senior School Psychologist, Student Support (Northern Region) (950949).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$108,298 p.a.

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

Permanent full-time 76.00 hours per fortnight.

Location:—Student Support (Northern Region).

Work in schools as a member of a multi-disciplinary Learning Service Support Team to provide a child and adolescent psychological service which supports students and families. Contribute to capacity building of school communities to improve access, participation and achievement of students. Provide high level advice and undertake professional practice leadership to the Learning Services as identified by the General Manager Learning Services.

Essential Requirements:—Registration as a Psychologist within Tasmania in accordance with the provisions of the Psychologists Registration Act 2000; or possesses a degree with a fourth year qualification in Psychology which will enable registration following two years of supervised practice as a School Psychologist. Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award. 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 current driver's licence. Eligible for membership of the Australian Psychological Society.

Enquiries to Craig Woodfall, Department of Education,

phone (03) 6777 2440, email [craig.woodfall@education.tas.gov.au](mailto:craig.woodfall@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*

#### ***Clinical Support Officer (510685).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$80,769 – \$81,922 p.a.

Ambulance Tasmania Agreement 2015, Clinical Support Officer, Year 1 to Year 3.

Permanent full-time shift work, \*\* See NOTE below.

Location:—Ambulance Tasmania, EandMS Regional Operations, North West.

\*\* Please NOTE:—The successful applicant will be required to have a degree of flexibility in their rostering to meet the training delivery needs of the region.

Duties:—Assist and support all ambulance service operational personnel to achieve and maintain the required standard of qualification and efficiency.

Selection criteria includes:—Demonstrated excellence in the provision of pre-hospital emergency care.

Extensive knowledge of ambulance operations, technology and patient care clinical practice guidelines.

Demonstrated competency in contemporary adult education and quality assurance practices.

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

Desirable Requirements:—Graduate Certificate in Learning and Teaching for Health Care Professionals.

Essential Requirements:—Holds current accreditation as an Intensive Care Paramedic with an additional qualification in training and assessment or equivalent as approved by the Service. Current Driver's Licence.

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

Enquiries to Norris Hayes, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6434 6965, email [norris.hayes@ambulance.tas.gov.au](mailto:norris.hayes@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 (2 vacancies) (501555).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$52,833 – \$85,940 pro rata, per annum.

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

Permanent full-time and fixed term part-time day work, SEE NOTE BELOW.

Location:—Children and Youth Services, North West.

Please NOTE:—Permanent full-time day work, 1 vacancy.

Fixed term part-time day work (45.6 hours per fortnight), commencing As soon as possible until 01 July 2016, 1 vacancy.

Other permanent full-time and 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.

\*\*\* 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 Selina McGuire, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6477 7585, email [selina.mcguire@dhhs.tas.gov.au](mailto:selina.mcguire@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

#### *Housing, Disability and Community Services*

#### Housing Programs

#### **Contract Management Officer (511223).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$77,572 – \$81,417 p.a.

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

Permanent full-time day work.

Location:—DHCS, Housing Tasmania, South.

Duties:—As a member of the Portfolio and Supply Unit's Maintenance Services team, contribute to the growth and sustainability of Tasmania's social and affordable housing system by assisting in the maintenance of the Director's social and affordable housing assets through the day to day management of contract administration activities. The core objectives of the position are to:—Provide project support and co-ordination of day to day operational tasks in relation to compliance and contracts managed by the Portfolio and Supply Unit.

Support performance activities associated with maintenance related contracts and new initiatives.

Prepare procurement documentation and provide project management support in relation to major contracts.

Provide a liaison point for contractors in relation to contract variations, escalation of contract determinations, contract interpretations and dispute resolution processes.

Oversee contract payments and process including making recommendations to the authorised delegate in relation to payment disputes or issues.

Selection criteria includes:—Demonstrated knowledge and understanding of contract performance, contract management and compliance principles and practices.

Sound understanding and advanced proficiency in the use of Microsoft Office suite, including Word, Excel, Visio, Project, Outlook and related systems, for the preparation and dissemination of executive and management information reports.

Well-developed ability to effectively design and implement maintenance operational programs and undertake project management.

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

Desirable Requirements:—Current Driver's Licence.

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 Steve Gray, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 3647, email [steve.gray@dhhs.tas.gov.au](mailto:steve.gray@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

#### *Housing, Disability and Community Services*

#### Program Support

#### **Executive Officer (512283).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$77,572 – \$81,417 p.a.

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

Permanent full-time day work.

Location:—Housing, Disability and Community Services, South.

Description:—The Program Support Unit's (PSU's) role is to provide a co-ordinated support role to the program areas of Housing, Disability and Community Services (HDCCS). Primary

functions will focus on data, information and business systems; and executive and administrative support, including Ministerial and central business support unit liaison.

As the leader of the Executive and Business Support team:—Co-ordinate and provide high level executive services to the senior management of HDCCS State Administration.

Co-ordinate relations and communications with the Minister's office, the central/corporate Groups of DHHS, and HDCCS units.

Provide authoritative tactical and strategic advice to senior management.

Co-ordinate, assist with and quality assure, the preparation of reports, briefings, correspondence and submissions.

Investigate, report on and monitor complex and/or sensitive matters.

Selection criteria includes:—Highly developed strategic, analytical and creative skills including the capacity to research and investigate sensitive and complex matters and provide authoritative advice and recommendations.

Demonstrated expertise in the provision of executive and project support coupled with a well-developed understanding of intergovernmental relationships, the operation of ministerial offices and human services delivery with an emphasis on housing.

Effective oral and interpersonal skills, including proven conflict resolution, negotiation and liaison skills and the capacity to represent the business unit in relation to a broad range of issues and to effectively work in a team environment that can achieve results within prescribed timeframes.

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

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

Enquiries to Warren Lewis, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 3654, email [warren.lewis@dhhs.tas.gov.au](mailto:warren.lewis@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

#### *Shared Services*

#### Asset Management

#### **Property Officer (522344).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$77,572 – \$81,417 p.a.

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



Permanent full-time day work.

Location:—Hobart.

Duties:—We are seeking a Property Officer to join our team. If successful you will be developing, maintaining and managing information on tenancies, acquisitions, disposals and requests for accommodation relating to the Agency's real estate assets.

In consultation with stakeholders, undertake leasing and licensing of the Agency's real estate assets to non-government entities in accordance with Government regulations whilst providing benefit and value to the Agency.

You will also be providing specialist advice in the formulation of Non-Government Organisation (NGO) policy, practices and procedures in relation to the use of Agency real estate assets.

Also providing, the Accommodation Planning team with support and assistance in the management of corporate real estate functions.

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 Backhouse, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6233 6620, email [john.backhouse@dhhs.tas.gov.au](mailto:john.backhouse@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

TASMANIAN HEALTH ORGANISATION, NORTH

*Launceston General Hospital*

#### **Registrar, Paediatrics (Accredited) (504881).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$84,478 – \$138,222 p.a.

Salaried Medical Practitioners Interim Agreement 2015, Medical Practitioner, Level 5-13 (Registrars).

Fixed-term full-time day work, working 80 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence as soon as possible to 5 February 2017.

Location:—Department of Women's and Children's Services, Launceston General Hospital, Charles Street, Launceston.

Please note that a six (6) month appointment will be considered for this position.

Duties:—To assist with the provision of paediatric and neonatal services within Women's and Children's Services at the Launceston General Hospital.

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

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

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

Enquiries to Dr Christopher Bailey, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 8972, email [chris.bailey@ths.tas.gov.au](mailto:chris.bailey@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.

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

TASMANIAN HEALTH SERVICE

*Northern Region*

Launceston General Hospital

#### **Clinical Co-ordinator, Ward 5B (504308).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$82,839 – \$86,689 pro rata, per annum.

Nurses and Midwives (Tasmanian State Service) Award, Registered Nurse, Grade 5, Year 1 to Grade 5, Year 4.

Permanent part-time day work, working 12 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant.

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

Duties:—In conjunction with the Inter-professional Team co-ordinates the day to day patient care activities of Ward 5B, including identifying and implementing the processes for admission, transfers and discharge of Ward 5B patients.

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:—Relevant post graduate qualification.

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

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

Enquiries to Ian Waterhouse, NUM, Ward 5B, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6634, email [ian.waterhouse@ths.tas.gov.au](mailto: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.

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

TASMANIAN HEALTH SERVICE

*Northern Region*

Launceston General Hospital

**Hospital Aide (Perioperative) (521555).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$46,102 – \$47,297 pro rata, per annum.

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

Permanent part-time day work, working 8 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant.

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

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

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 Kelly Fabian, NUM, Perioperative Unit, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6367, email kelly.fabian@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.

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

TASMANIAN HEALTH SERVICE

*Northern Region*

Launceston General Hospital

**Hospital Aide (WP Holman Clinic) (519618).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$46,102 – \$47,297 pro rata, per annum.

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

Permanent part-time day work, working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—WP Holman Clinic, LGH, Charles Street, Launceston.

Duties:—To assist with the management of all ward supplies (excepting drugs) to ensure the delivery of a high standard of patient care in the hospital.

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

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

Enquiries to Fiona McEwen, A/NUM WP Holman Clinic, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6867, email fiona.mcewen@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.

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

TASMANIAN HEALTH SERVICE

*Northern Region*

Launceston General Hospital

**Radiographer (Medical Imaging Practitioner), 2 Vacancies.**

Applications Close:—Friday, 19 February 2016.

Salary:—\$52,833 – \$85,940 p.a.

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

Vacancy No. 503707.

Permanent full-time shift work (fully rotational), working 76 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant.

Location:—LGH Charles Street, Launceston.

Duties:—Responsible for the use of ionising and non-ionising radiation to provide images of the highest diagnostic value.

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

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

Enquiries to Garth Faulkner, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6081, email garth.faulkner@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.

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

### TASMANIAN HEALTH SERVICE

#### *Northern Region*

#### Launceston General Hospital

#### **Recruitment Support Officer (521117).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$57,617 – \$62,382 pro rata, per annum.

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

Fixed-term part-time day work working 36 hours per fortnight. Notwithstanding hours may be negotiated with the successful applicant. To commence 30 March 2016 until 30 September 2016.

Location:—Anne O'Byrne Building.

Duties:—Perform a range of tasks in support of the Recruitment Services Team of the Tasmanian Health Service, Northern Region. Preparation of a wide range of recruitment correspondence and the processing of recruitment requests.

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 James Bellinger, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 4597, email [james.bellinger@ths.tas.gov.au](mailto:james.bellinger@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.

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

### TASMANIAN HEALTH SERVICE

#### *Northern Region*

#### Launceston General Hospital

#### **Registered Nurse (SSSU) Multiple Vacancies (522471).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$59,600 – \$81,563 pro rata, per annum.

Nurses and Midwives (Tasmanian State Service) Award, Registered Nurse, Grade 3, Year 1 to Grade 4, Year 4.

Fixed-term part-time day work. Various vacancies. Notwithstanding, hours may be negotiated with the successful applicant. To commence As soon as possible until 31 July 2016.

Location:—Short Stay Surgical Unit (SSSU), LGH, Charles Street, Launceston.

Please note that access to the Grade 4 salary range \$77,124 – \$81,563 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 Julia Bullock, NUM, SSSU, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 8022, mobile 0429 338 129, email [julia.bullock@ths.tas.gov.au](mailto:julia.bullock@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.

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

### TASMANIAN HEALTH SERVICE

#### *Northern Region*

#### Launceston General Hospital

#### **Social Worker (503867).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$52,833 – \$85,940 pro rata, per annum.

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

Fixed-term part-time day work, working 45.6 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence As soon as possible until 11 October 2016.

Location:—Social Work Department, LGH Charles Street, Launceston.

Duties:—To develop, provide and evaluate a social work service for patients of the Launceston General Hospital and their families as part of a multidisciplinary team.

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:—Degree in Social Work giving eligibility for membership of the Australian Association of Social Workers.

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 Stewart Millar, Manager Social Work Department, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6247, email [stewart.millar@ths.tas.gov.au](mailto:stewart.millar@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.

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

TASMANIAN HEALTH SERVICE

*Northern Region*

Launceston General Hospital

#### ***Sonographer (515169).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$84,767 – \$94,358 pro rata, per annum.

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

Permanent part-time day work (with on-call), working 60 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant.

Location:—LGH Charles Street, Launceston.

Perform basic imaging examinations and ultrasound examinations.

Perform novel or complex imaging procedures in ultrasound, to facilitate patient diagnosis, clinical management and care, without supervision, to contemporary professional standards.

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:—Accredited as a Medical Sonographer with the Australian Sonographer Accreditation Registry (ASAR).

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 Garth Faulkner, Department of Health and

Human Services and Tasmanian Health Service, phone (03) 6777 6081, email [garth.faulkner@ths.tas.gov.au](mailto:garth.faulkner@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.

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

TASMANIAN HEALTH SERVICE

*Northern Region*

Primary Health North

Community Palliative Care

#### ***Clinical Nurse Educator (Palliative Care North) (521652).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$89,050 – \$93,439 pro rata, per annum.

Nurses and Midwives (Tasmanian State Service) Award, Registered Nurse, Grade 6, Year 1 to Grade 6, Year 4.

Fixed-term part-time day work, working 48 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant. To commence As soon as possible until 30 June 2016.

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

Duties:—Under a primary health care model, the Clinical Nurse Educator operates as part of a multidisciplinary team delivering palliative care services to patients, their families and carers across northern Tasmania. This role is responsible for facilitating and supporting the development of nursing team members by planning, promoting, co-ordinating, implementing and evaluating education programs in the area of palliative care. As appropriate the occupant is also expected to contribute to learning and development programs for other health disciplines and volunteers.

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:—Relevant post graduate qualifications.

Current Driver's Licence.

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 Libby Todd, A/NUM, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 4544, email [elizabeth.todd1@ths.tas.gov.au](mailto:elizabeth.todd1@ths.tas.gov.au).

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

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

TASMANIAN HEALTH SERVICE

*Southern Region*

Clinical Support

### **Senior Specialist Sonographer, Ultrasound (510162).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$97,903 – \$104,283 p.a.

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

Permanent full-time day work (with on-call), working 76 hours per fortnight.

Location:—Department of Medical Imaging.

The Tasmanian Health Service is seeking applications for a permanent senior Specialist Sonographer to work in the Medical Imaging Department.

Duties:—In the role of Senior Specialist Sonographer you provide day-to-day management of the Ultrasound Service ensuring the provision of safe and compassionate patient centred care founded on excellence in practice, teaching and research, respect, and inclusive leadership. You will act as the Senior Specialist Sonographer for the Ultrasound Service, providing expert advice and fostering staff development and continuous quality improvement. You will ensure that best practice standards for ultrasound imaging services are provided by the Royal Hobart Hospital in accordance with organisational policies and the professional code of conduct.

Desirable Requirements:—A minimum of five years post graduate experience in medical imaging.

Registered with the Medical Radiation Practice Board of Australia.

Essential Requirements:—Accredited as a Medical Sonographer with the Australian Sonographer Accreditation Registry (ASAR).

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

Enquiries to Julie Tate, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6222 8363, email [julie.tate@ths.tas.gov.au](mailto:julie.tate@ths.tas.gov.au).

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

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

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

TASMANIAN HEALTH SERVICE

*Southern Region*

Complex Chronic and Community

### **Clinical Nurse Consultant, Prostate/Head and Neck Cancer Care (520702).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$89,050 – \$93,439 pro rata, per annum.

Nurses and Midwives (Tasmanian State Service) Award, Registered Nurse, Grade 6, Year 1 to Grade 6, Year 4.

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

Location:—Cancer Services, Royal Hobart Hospital.

Duties:—The Tasmanian Health Service has an opportunity for a Clinical Nurse Consultant to join our Cancer Services team. In partnership with the cancer health care team, the successful applicant will provide a nurse consultancy and co-ordination service to facilitate the care of adults who are undergoing treatment for prostate and/or head and neck cancer at the Royal Hobart Hospital.

They will facilitate and enhance the continuity and quality of care for patients and families/carers through supporting and participating in a multidisciplinary approach to cancer care. They will identify improvements in care co-ordination and service accessibility within the designated area and lead the development and implementation of system changes and process improvements to support care co-ordination in consultation with state-wide key stakeholders.

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

Current Driver's Licence.

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

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

Enquiries to Louise Nicholson, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6222 8338, email [louise.nicholson@ths.tas.gov.au](mailto:louise.nicholson@ths.tas.gov.au).

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

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

TASMANIAN HEALTH SERVICE

*Southern Region*

Complex Chronic and Community

**Community Care Support Worker (513095).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$48,227 – \$50,414 pro rata, per annum.

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

Fixed-term casual day worker, working on an as and when required basis for 12 months.

Location:—Midlands Multi Purpose Centre.

The Tasmanian Health Service – Southern Region is seeking interest from applicants for casual Community Care Support Workers vacancies.

Duties:—Working in the role of Community Care Support Worker and in accordance with the relevant Community Care National Service Standards you will:

Assist in providing a range of basic support services to meet the needs of the frail aged, younger people with disabilities and carers.

Promote and maintain client independence and enhance quality of life.

Prevent inappropriate admission to long term residential care.

Essential Requirements:—Current Driver's Licence. Certificate III in Home and Community Care and Aged Care. Current First Aid Certificate.

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 Scott Dobson, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6254 5027, email [scott.dobson@ths.tas.gov.au](mailto:scott.dobson@ths.tas.gov.au).

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

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

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

TASMANIAN HEALTH SERVICE

*Southern Region*

Complex Chronic and Community

**Home Help, Two Vacancies (506268).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$46,102 – \$47,297 pro rata, per annum.

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

Permanent part-time day worker, working 20 hours per fortnight.

Location:—Derwent Valley Region.

The Tasmanian Health Service – Southern Region is seeking interest from applicants for two Home Help vacancies. Applicants who hold Certificate III in Home and Community Care are encouraged to apply however this is not essential.

Duties:—In the role of Home Help you are required to function effectively as a member of a health care team concerned with the care of the individual and family unit within the community, within a Primary Health Care context and under the guidelines of the Home and Community Care Program.

Your duties will include:—Household duties such as cleaning, cooking, shopping assistance, washing and ironing.

Provision of feedback to your supervisor in relation to clients.

Maintaining accurate and up-to-date records.

Desirable Requirements:—Current driver's licence.

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

Enquiries to Marilena Di Florio, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6230 7077, email [marilena.di.florio@ths.tas.gov.au](mailto:marilena.di.florio@ths.tas.gov.au).

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

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

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

TASMANIAN HEALTH SERVICE

*Southern Region*

Corporate Services

**Team Leader Outpatient Appointment Scheduling (508197).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$57,617 – \$62,382 p.a.

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

Permanent full-time day worker, working 76 hours per fortnight, commencing as soon as possible.

Location:—Outpatients, Royal Hobart Hospital.

Duties:—Provide day-to-day supervision of clerical staff and trainees within the Appointment Scheduling Department, ensuring that service delivery standards, service objectives and strategies are understood, implemented and maintained.

Prioritise daily duties within Outpatient Appointment Scheduling consistent with service delivery objectives.

Facilitate, motivate and promote a team approach to appointment scheduling functions.

Assist with monitoring quality control and improvement through effective communication and facilitation of work being carried out in accordance with established policies and procedures.

Train new staff in all appointment scheduling functions.

Promote commitment to high quality customer service principles, practices and attributes.

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 Leif Dahl, Outpatient Appointments and Theatre Bookings, Royal Hobart Hospital, Department of Health and Human Services and Tasmanian Health Service, phone (03) 61660014, email leif.dahl@ths.tas.gov.au.

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

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

##### TASMANIAN HEALTH SERVICE

##### *Southern Region*

Mental Health Services, Southern Region

#### ***Allied Health Professional, Child and Adolescent Mental Health Services (3 Vacancies).***

Applications Close:—Friday, 26 February 2016.

Salary:—\$84,767 – \$94,358 p.a.

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

Vacancy No. 522497.

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

Location:—South.

Vacancy No. 522498.

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

Location:—South.

Vacancy No. 522499.

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

Location:—South.

Please Note:—Please note: These three vacancies are also advertised as Clinical Nurse Consultants (522497d, 522498d, 522499d), Registered Nurse Grade 5. There are only three vacancies in total in this multi-disciplinary team and only three vacancies will be filled.

Duties:—As part of a multi-disciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Allied Health Professional, Child and Adolescent Mental Health Services (CAMHS):.

Undertakes the delivery of quality care to clients of CAMHS based on best practice principles and within a collaborative and multi-disciplinary framework.

Provides a specialist assessment and treatment service to clients of CAMHS and their families or carers.

Promotes community awareness in relation to mental health and acts as a consultant to other agencies with regard to the support and management of clients with mental health needs.

Desirable Requirements:—Current Driver's Licence.

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

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

Enquiries to Anne Easter, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 0588, email [anne.easter@ths.tas.gov.au](mailto:anne.easter@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.

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

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

##### TASMANIAN HEALTH SERVICE

##### *Southern Region*

Mental Health Services, Southern Region

#### ***Clinical Nurse Specialist, Child and Adolescent Mental Health Services (3 Vacancies).***

Applications Close:—Friday, 26 February 2016.

Salary:—\$82,839 – \$86,689 p.a.

Nurses and Midwives (Tasmanian State Service) Award, Registered Nurse, Grade 5, Year 1 to Grade 5, Year 4.

Vacancy No. 522497d.

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

Location:—South.

Vacancy No. 522498d.

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

Location:—South.

Vacancy No. 522499d.

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

Location:—South.

Please Note:—These three vacancies are also advertised as Allied Health Professionals (522497, 522498, 522499), Allied Health Professional Level 3. There are only three vacancies in

total in this multi-disciplinary team and only three vacancies will be filled.

**Duties:**—As part of a multi-disciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Clinical Nurse Specialist, Child and Adolescent Mental Health Service (CAMHS):—Undertakes the delivery of specialist services to clients of CAMHS based on best practice principles and within a collaborative and multi-disciplinary framework. Promotes community awareness in relation to mental health.

Provides clinical leadership and expert knowledge in all aspects of primary health care. Administers an advanced clinical practice framework for the management of clients with complex needs.

Within the multi-disciplinary team, develops, implements, co-ordinates and evaluates programs and activities to improve client outcomes.

**Desirable Requirements:**—Current Driver's Licence.

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

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 Easter, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 0588, email [anne.easter@ths.tas.gov.au](mailto:anne.easter@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.

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

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

TASMANIAN HEALTH SERVICE

*Southern Region*

Mental Health Services, Southern Region

#### **Psychologist (505000).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$84,767 – \$94,358 p.a.

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

Fixed-term full-time day work, working 76 hours per fortnight, commencing as soon as possible until 7 April 2017.

**Location:**—South.

**Please Note:**—This is a full-time role but consideration will be given to filling the vacancy with more than one person.

**Duties:**—As part of a multidisciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Psychologist will:

Undertake the delivery of quality care to clients of the Adult Community Mental Health Service based on best practice principles and within a collaborative and multi-disciplinary framework.

Provide a specialist assessment and treatment service to clients of Adult Community Mental Health Service and their families or carers.

Promote community awareness in relation to mental health and act as a consultant to other agencies with regard to the support and management of clients with mental health needs.

**Essential Requirements:**—Registered with the Psychology Board of Australia.

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

Enquiries to Jacqui Carson, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 1161, email [jacqui.carson@ths.tas.gov.au](mailto:jacqui.carson@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.

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

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

TASMANIAN HEALTH SERVICE

*Southern Region*

Surgical Services

#### **Enrolled Nurse (multiple vacancies) (509404).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$53,817 – \$59,600 p.a.

Nurses and Midwives (Tasmanian State Service) Award, Enrolled Nurse, Grade 2, Year G to Grade 2, Year 4.

Permanent full-time and part-time shift work (fully rotational), working up to 76 hours per fortnight. Hours to be negotiated.

**Location:**—Surgical Services, Royal Hobart Hospital.

Please note: This selection process may be used to fill subsequent vacancies across Surgical Services for up to six months from the date of this advertisement.

**Duties:**—The Tasmanian Health Service is seeking applications from Enrolled Nurses interested in joining our team. 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.

**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 Debbie Virth, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 8565, email [debbie.virth@ths.tas.gov.au](mailto:debbie.virth@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.

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

TASMANIAN HEALTH SERVICE

*Southern Region*

Surgical Services

#### **Registered Nurse (multiple vacancies) (509413).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$59,600 – \$81,563 p.a.

Nurses and Midwives (Tasmanian State Service) Award, Registered Nurse, Grade 3, Year 1 to Grade 4, Year 4.

Permanent full-time and part-time shift work (fully rotational), working up to 76 hours per fortnight. Hours to be negotiated.

Location:—Surgical Services, Royal Hobart Hospital.

Please note:—Access to the Grade 4 salary range (\$77,124 – \$81,563) is subject to successful application for progression to Grade 4.

This selection process may be used to fill subsequent vacancies across Surgical Services for up to six months from the date of this advertisement.

**Duties:**—The Tasmanian Health Service has a number of opportunities available for Registered Nurses to join our Surgical Services Team. 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 Debbie Virth, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 8565, email [debbie.virth@ths.tas.gov.au](mailto:debbie.virth@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.

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

TASMANIAN HEALTH SERVICE

*Southern Region*

Surgical Services

#### **Registrar, Neurosurgery (512842).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$84,478 – \$138,222 pro rata, per annum.

Salaried Medical Practitioners Interim Agreement 2015, Medical Practitioner, Level 5-13 (Registrars).

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

Location:—Neurosurgery Unit, Royal Hobart Hospital.

**Duties:**—The Neurosurgery Registrar is responsible for the day to day management of private and public inpatients and outpatients within the Hospital and provides after hours emergency cover at the hospital as determined by the Medical Workforce Unit.

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

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

Enquiries to Paul Ashby, Department of Health and Human Services and Tasmanian Health Service, mobile 0419137121, 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, 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.

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

TASMANIAN HEALTH SERVICE

*North West Region*

Mental Health Services North West Region

## ***Clinical Nurse Consultant, Perinatal Liaison Mental Health (CAMHS North West)) (520489).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$89,050 – \$93,439 p.a.

Nurses and Midwives (Tasmanian State Service) Award,  
Registered Nurse Grade 6 Year 1 to Grade 6 Year 4.

Fixed-term part-time day worker, working 61 hours per  
fortnight.

Location:—Reece House, Burnie.

Please note that this Fixed term vacancy is a dual classified  
position is being advertised concurrently as an Allied Health  
Professional and Nursing role.

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 experience person with a  
mental health background to work within the multidisciplinary  
team as the perinatal liaison for Child and Adolescent Mental  
Health Services. The position has been created to work with  
all key stakeholders to achieve objectives from the National  
Perinatal Depression Initiative.

The position will facilitate access and provide care for  
women, infants and their families identified at risk of or having  
moderate to severe perinatal mental health disorders within  
their designated region.

Do you have?

Current appropriate registration.

Hold, or working towards, relevant postgraduate  
qualifications.

Current Driver's Licence.

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:—Relevant post graduate  
qualifications.

Essential Requirements:—Registered with the Nursing  
and Midwifery Board of Australia as a Registered Nurse and  
possess specialist tertiary graduate or post graduate mental  
health/psychiatric nursing qualifications; or completed prior  
to the transfer of nurse education to the tertiary sector, an  
accredited hospital based program that led to the registration  
as a psychiatric nurse by the relevant nurse regulatory authority  
within Australia, Canada, New Zealand or the United Kingdom.  
Current Driver's Licence.

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

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

Enquiries to Sue Nesham, Team Leader, Child and  
Adolescent Mental Health, Department of Health and Human  
Services and Tasmanian Health Service, phone (03) 6434 6434,  
email sue.nesham@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.

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

Like us on Facebook.

# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

*North West Region*

Mental Health Services North West Region

## ***Perinatal Liaison Mental Health (CAMHS North West) (520489d).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$84,767 – \$94,358 p.a.

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

Fixed-term part-time day worker, working 61 hours per  
fortnight.

Location:—Reece House, Burnie.

Please note that this Fixed term vacancy is a dual classified  
position is being advertised concurrently as an Allied Health  
Professional and Nursing role.

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 experience person with a  
mental health background to work within the multidisciplinary  
team as the perinatal liaison for Child and Adolescent Mental  
Health Services. The position has been created to work with  
all key stakeholders to achieve objectives from the National  
Perinatal Depression Initiative.

The position will facilitate access and provide care for  
women, infants and their families identified at risk of or having  
moderate to severe perinatal mental health disorders within  
their designated region.

Do you have?

Current appropriate registration.

Hold, or working towards, relevant postgraduate  
qualifications.

Current Driver's Licence.

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:**—Relevant post graduate qualifications.

**Essential Requirements:**—Degree in Social Work giving eligibility for membership of the Australian Association of Social Workers; or Registered with the Occupational Therapy Board of Australia; or Registered with the Psychology Board of Australia. Current Driver's Licence.

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

Enquiries to Sue Nesham, Team Leader, Child and Adolescent Mental Health, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6434 6434, email sue.nesham@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.

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.

## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

### TASMANIAN HEALTH SERVICE

#### North West Region

#### Mental Health Services North West Region

#### **Registered Nurse, Clozapine Clinic (515901).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$59,600 – \$81,563 pro rata, per annum.

Nurses and Midwives (Tasmanian State Service) Award, Registered Nurse, Grade 3, Year 1 to Grade 4, Year 4.

Permanent part-time day worker, working 15.2 hours per fortnight.

Location:—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.

Who are we looking for?

We are seeking a motivated and experienced registered nurse who will be working as part of the multidisciplinary team delivering high quality mental health services in accordance with The Mental Health Services Strategic Plan, Mental Health Service principles, National Mental Health Standards.

To be successful in this position you should have experience and demonstrated competence as a registered mental health nurse, high level written, oral and interpersonal communication skills, a demonstrated resilience to manage conflict and maintain relationships, a resolve to assist with the preceptorship of student nurses and sound knowledge in current legal and ethical issues pertaining to the Mental Health legislative frameworks.

Reporting to the Nurse Unit Manager, Adult Community Mental Health Services, this role encompasses a wide range of responsibilities including, but not limited to, the co-ordination and delivery of the clinical care for clients who attend the Clozapine and Depot medication Clinics at the Burnie Adult Community Mental Health Service, collaboration with case managers and administrative staff to develop quality improvements with workflow where possible and actively supports the multidisciplinary team with the implementation of policy and procedure.

Applicants with a graduate or post graduate in mental health/psychiatric qualification are highly recommended to apply.

Do you have?

Current Registration.

Sound interpersonal and communication skills.

Knowledge of continuous quality improvement.

Ability to undertake client education.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

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

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

**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.

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.

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.

# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

*North West Region*

Mersey Community Hospital

## **Hospital Aide (516447).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$46,102 – \$47,297 pro rata, per annum.

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

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

Location:—Medical Ward, Mersey Community Hospital.

This selection process may be used to fill subsequent Fixed-term, full-time, part-time, shift or day work vacancies arising in this section within the next six months.

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.

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 Hospital Aide to provide cleaning and resource maintenance services to the Medical Ward of the Mersey Community Hospital.

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

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

Do you have?

Demonstrated knowledge of the standards required to prevent infection.

The ability to prioritise work.

Sound communication and interpersonal skills.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

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 Ben Phegan, Acting Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6426 5179, email [ben.phegan@ths.tas.gov.au](mailto:ben.phegan@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.

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.

## JUSTICE

### BIRTHS DEATHS AND MARRIAGES

## **Assistant Client Service Officer (356389).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$51,782 – \$56,011 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term full-time working 73.50 hours per fortnight for a period of 12 months commencing 31 March 2016.

Location:—Rosny.

Duties:—Attend to customer enquiries over the phone, by mail, fax and e-mail. Liaise with Service Tasmania staff in the provision of basic information relating to the procedures, practices and legislation administered by the Registry. Prepare routine correspondence, receive and process application including the preparation of outward mail for despatch.

Conviction checks in the following; Arson and fire setting; Violent crimes and crimes against the person; Sex related offences; Drug and alcohol related offences; Crimes involving dishonesty; Crimes involving deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order or relating to the Administration of Law and Justice; Crimes against Executive or the Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Enquiries to Ann Owen, Manager, Birth, Deaths and Marriages, Department of Justice, phone (03) 6165 3451, email [ann.owen@justice.tas.gov.au](mailto:ann.owen@justice.tas.gov.au).

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

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Ann Owen on (03) 6165 3451.

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

## COMMUNITY CORRECTIONS

**Clinical Counsellor and Consultant (356689).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$102,362 – \$107,780 pro rata, per annum.

Tasmanian State Service Award, Professional Stream, Band 3.

Fixed-term part-time 44.10 hours per fortnight for the period 29 February 2016 until 27 February 2017.

Location:—Hobart.

Applicants will be required to undergo psychological and aptitude testing.

Duties:—The position provides a direct clinical and personal counselling service to clients of the Court Mandated Drug Diversion Program (CMD). The occupant also oversees the quality assurance of offender programs and provides clinical supervision to staff facilitating those programs under CMD. This includes conducting research and providing advice to the Director Community Corrections on contemporary practice of criminogenic programs.

Essential Requirements:—A degree of at least three years duration in Psychology, Social Work or Counselling or equivalent as provided by a recognised university.

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:—Registration or ability to be registered as a psychologist in Tasmania.

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

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6165 4904, 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 Martha Robson on (03) 6165 6723.

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

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

## JUSTICE

## MAGISTRATES COURT

## South

**Manager, Finance and Facilities (350450).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$86,230 – \$97,646 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time working 73.50 hours per fortnight for a period of 12 months.

Location:—Hobart.

Duties:—Participate in the management of the Court's Finances and Facilities Branch, and contribute to the Court Management Group (CMG) in achieving the strategic objectives of the Magistrates' Court by:—budget planning; policy development; decision making; problem solving and undertaking special projects.

In conjunction with Registry and Division managers, manage the Court's financial resources to ensure that corporate budget targets are met in a timely manner. Ensure financial transactions are done in accordance with proper audit practices.

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:—Relevant tertiary qualifications in Administration, Financial management or Website Management.

Enquiries to Wayne Johnson, Administrator of Court, Magistrates Court, Department of Justice, phone (03) 6165 7112, email wayne.johnson@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 Wayne Johnson on (03) 6165 7112.

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

## South

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

Applications Close:—Friday, 19 February 2016.

Salary:—\$86,230 – \$97,646 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time working 73.5 hours per fortnight for a period of 12 months.

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 functions of the Criminal and Civil jurisdictions to legal practitioners, internal stakeholders and other users of the Court in accordance with Division policy and the Departmental Service Charter.

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 Wayne Johnson, Administrator of Courts, Magistrates Court, Department of Justice, phone (03) 6165 7112, email [wayne.johnson@justice.tas.gov.au](mailto:wayne.johnson@justice.tas.gov.au).

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

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Wayne Johnson on (03) 6165 7112.

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

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

## POLICE AND EMERGENCY MANAGEMENT

### TASMANIA FIRE SERVICE

#### *Operations*

#### ***Trainee Firefighter (Various).***

Applications Close:—Monday, 22 February 2016.

Salary:—\$55,577 – \$74,103 p.a.

Tasmania Fire Fighting Industry Employees Award 2000, Trainee Firefighter.

Permanent full-time.

Location:—South and North West Regions.

Essential Requirements:-

Meet the medical and fitness requirements of the TFS.

Able to work effectively at heights and in confined spaces.

Hold a current manual driver's licence with no restrictions and meet the vehicle licensing requirements to be eligible

to apply for a licence to drive all TFS fire appliances by the commencement of the Trainee Firefighter Development Program (a medium rigid (MR) endorsement is required under current licensing requirements).

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

To be considered for interview an applicant must address each of the selection criteria outlined in the Statement of Duties.

Your application will include a completed TFS Application for Employment form (including selection criteria), resume and a copy of your current unrestricted manual driver's licence (both sides). All employment documentation is available by visiting [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) and selecting the relevant link. Enquiries to Jenny MacFarlane on (03) 6225 8512 or at [firefighterjobs@fire.tas.gov.au](mailto:firefighterjobs@fire.tas.gov.au).

Electronic applications can be emailed to [firefighterjobs@fire.tas.gov.au](mailto:firefighterjobs@fire.tas.gov.au) prior 9am, Monday 22 February 2016. It is preferred that you submit your combined application as a single attachment in a pdf or MS Word format. Hard copy written applications to 'Trainee Firefighter Recruitment,' Tasmania Fire Service, G.P.O. Box 1526, Hobart 7001. Faxed or late applications will not be accepted.

## PREMIER AND CABINET

### POLICY DIVISION

#### ***Assistant Director (001426).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$111,465 – \$119,047 p.a.

Tasmanian State Service Award, General Stream Band 8.

Permanent full-time.

Location:—Hobart.

We recognise the value in flexible working arrangements. Talk to us about how this could work for you.

Duties:—To provide high-quality policy services and support to the Premier, Cabinet and senior managers on a broad range of complex policy issues, including initiating, leading and supporting the development and implementation of whole-of-government processes and policies that progress the Government's strategic direction.

As a member of the management team of the Division, assist with the management of financial and human resources of the Division to deliver initiatives, programs and projects.

Desirable Requirements:—Tertiary qualifications in a major policy field and demonstration of an advanced level of skills in analysis and comment.

Economic qualifications will be highly regarded.

Enquiries to Melissa Gray, Director, Policy, Department of Premier and Cabinet, phone (03) 6232 7141, email [melissa.gray@dpac.tas.gov.au](mailto:melissa.gray@dpac.tas.gov.au).

Applications to Ann Woodhall, HR Officer, Recruitment, 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

## TASMANIAN CLIMATE CHANGE OFFICE

**Senior Policy Analyst (001406).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$102,362 – \$107,780 p.a.

Tasmanian State Service Award, General Stream Band 7.

Permanent full-time.

Location:—Hobart.

Duties:—Provide informed authoritative advice on the development of the whole-of-government climate change policy.

Lead the development and oversee the implementation of projects and programs that assist government and the community in Tasmania transition to a low carbon economy.

Enquiries to Sophie Muller, Assistant Director, Tasmanian Climate Change Office, Department of Premier and Cabinet, phone (03) 6232 7061, email [sophie.muller@dpac.tas.gov.au](mailto:sophie.muller@dpac.tas.gov.au).

Applications to Ann Woodhall, HR Officer, Recruitment, 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

## SERVICE TASMANIA

**Client Service Officer (340937).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$58,394 – \$63,226 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term part-time (36.75 hours per fortnight) until 9 January 2017 or until the return of the substantive occupant, whichever is the sooner.

Location:—Southern Region/Hobart.

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

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

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

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

Desirable Requirements:—12 months experience in a customer service environment.

Enquiries to Linda Gunn, Shop Manager (Hobart), Service Tasmania, Department of Premier and Cabinet, phone (03) 6165 4192, email [linda.gunn@service.tas.gov.au](mailto:linda.gunn@service.tas.gov.au).

Applications to Ann Woodhall, HR Officer, Recruitment, 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).

## PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

## EPA DIVISION

**Executive Officer (707518).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$65,401 – \$75,410 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

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

Duties:—Provide high level executive, administrative and secretarial support to the General Manager, EPA Division/ Director, Environment Protection Authority ) and the Board of the Environment Protection Authority on an as needs basis.

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 Robin Wall, phone (03) 6165 4520, email [Robin.Wall@environment.tas.gov.au](mailto:Robin.Wall@environment.tas.gov.au).

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

## PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

## EPA DIVISION

*Policy and Business***Incident Response Co-ordinator (706987).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$86,230 – \$97,646 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

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

Duties:—Co-ordinate the operational response to environmental incidents and maintain the 24 hour response service to environmental incidents and emergencies, including marine pollution and oil spills, ensuring service. Manage the development and establishment of systems and procedures to prepare for and respond to environmental incidents and complaints.

Essential Requirements:—A Workplace Level 2 First-Aid Certificate, or equivalent, or the ability to acquire prior to appointment. A current motor vehicle driver's licence.

Desirable Requirements:—Degree in Science, Engineering or Environmental Studies, or an equivalent qualification as provided by a university. Certificate IV in Government (Investigation) and preferably Certificate IV in Government (Statutory Compliance).

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 Jo Goudie, Department of Primary Industries, Parks, Water and Environment, phone (03) 6165 4502, email Jo.Goudie@environment.tas.gov.au.

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

## PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

### EPA DIVISION

#### *Policy and Business*

#### **Senior Compliance Officer (South) (706224).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$86,230 – \$97,646 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

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

Duties:—Undertake and oversee compliance investigations into referred breaches of environmental laws and obligations in accordance with the compliance policy of the Agency and other specific policies for legislation administered by, or relevant to, the EPA Division. Provide consultative support and advice on compliance and enforcement issues to senior management and Division staff. Collect, analyse and prepare scientific and technical evidence for civil and criminal litigation. Assist with operational response and advice in relation to pollution incidents, including marine pollution and oil spills.

Essential Requirements:—Certificate IV in Government (Investigation) and Certificate IV in Government (Statutory Compliance) or equivalent. A current motor vehicle driver's licence. A workplace Level 2 First-Aid Certificate, or equivalent, or the ability to acquire prior to appointment.

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

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 Jo Goudie, phone (03) 6165 4502, email Jo.Goudie@environment.tas.gov.au.

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

## PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

### NATURAL AND CULTURAL HERITAGE

#### **Registration Manager (706293).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$102,362 – \$107,780 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 7.

Fixed-term part-time (0.8 FTE) from as soon as possible to 23 December 2016.

Location:—Hobart.

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

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

Duties:—Provide expert advice and specialist services to identify, assess, protect and help to manage Tasmania's historic heritage places. Lead the Registration Program and appeals before the Resource Management and Planning Appeal Tribunal (RMPAT). Provide advice and support to owners, developers, planning authorities, the heritage sector and Government. Support community engagement, education and development activities. Work collaboratively to develop systems and initiatives that ensure the effective, efficient and smooth management of legislative and other assigned responsibilities.

Desirable Requirements:—Relevant tertiary qualifications in cultural heritage, history, archaeology, architecture, planning, engineering, or equivalent relevant to the role. A current motor vehicle driver's licence.

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

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

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

Enquiries to Ester Guerzoni, Department of Primary Industries, Parks, Water and Environment, phone (03) 6165 3706, email Ester.Guerzoni@heritage.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 3178, fax (03) 6173 0230, email job.applications@dpiipwe.tas.gov.au.

## PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

### PARKS AND WILDLIFE SERVICE

#### *Visitor Strategy*

#### **Community Engagement and Partnerships Officer (707506).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$65,401 – \$75,410 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

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



**Duties:**—Manage, plan and deliver community engagement programs for the Parks and Wildlife Service on a state-wide basis. Work collaboratively with community and industry stakeholders to build relationships and foster advocacy for Tasmania's reserve-estate, and to enhance visitor and community experiences.

**Desirable Requirements:**—A tertiary level qualification in conservation, recreation or tourism related subject or equivalent qualifications and/or experience deemed appropriate. A current motor vehicle driver's licence.

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

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

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

Enquiries to Andrew Smith, phone (03) 6165 4229, email [Andrew.Smith@parks.tas.gov.au](mailto:Andrew.Smith@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 3180, fax (03) 6173 0230, email [job.applications@dpiuwe.tas.gov.au](mailto:job.applications@dpiuwe.tas.gov.au).

## PUBLIC TRUSTEE

### LEGAL SERVICES

#### ***Solicitor (790232).***

Applications Close:—Friday, 26 February 2016.

Salary:—\$81,596 – \$98,475 p.a.

Legal Practitioners Agreement 2014, Level 2.

Permanent full-time (part-time may be considered).

Location:—Launceston/Burnie/Devonport.

**Duties:**—The Solicitor will attend to clients of the Public Trustee and advise concerning estate planning and testamentary dispositions, take and check instructions, draw and engross Wills and other legal documents. As directed, have the carriage and conduct of actions as Counsel for and instructing solicitor of the Public Trustee, provide legal advice and opinions to and for clients and staff of the Public Trustee and research questions of law accordingly. Undertake and see through to completion conveyancing matters of the office and as necessary supervise the work of those engaged in sub-matters. Undertake marketing presentations and community liaison visits to relevant organisations and follow up identified new business opportunities. Assist in training and coaching throughout the State to non-legal staff employed by the Public Trustee as required. Carry out all functions of a solicitor as directed from time to time.

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

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:**—A Legal Practitioner with more than 2 years relevant post-admission experience.

Enquiries to Tim Levis, Corporate Solicitor, Public Trustee,

G.P.O. Box 1565, Hobart, Tas, 7001, phone 62355250, email [tlevis@publictrustee.tas.gov.au](mailto:tlevis@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](mailto:kjohns@publictrustee.tas.gov.au).

The successful applicant will be required to undertake four weeks training in Hobart on appointment, and will be provided with a vehicle for work travel purposes. 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.

## PUBLIC TRUSTEE

### TRUSTEE SERVICES

#### ***Client Account Manager (790153).***

Applications Close:—Friday, 19 February 2016.

Salary:—\$58,394 – \$63,226 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—Launceston.

**Duties:**—The Client Account Manager will manage a basic estate and trust administration caseload ensuring that trusts and estates are managed effectively in accordance with relevant legislation, procedural guidelines and client instructions while exercising a formal discretion in relation to the management of these estates and trusts.

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.

Shortlisted applicants may be required to undergo a psychometric assessment as part of the selection process.

**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 both 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 Fiona Sullivan, Northern Regional Manager, Public Trustee, P.O. Box 414, Launceston, Tas, 7250, phone 63353400, email [fsullivan@publictrustee.tas.gov.au](mailto:fsullivan@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](mailto: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

**Director Secretariat and Legal Services (424278).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$111,465 – \$119,047 p.a.

Tasmanian State Service Award, General Stream, Band 8.

Permanent full-time.

Location:—Hobart.

Duties:—The position is accountable for leading and managing the team that delivers specialist legal advice, the State Growth legislative program, ministerial liaison and support services, and the Department's Right-to-Information obligations. The position assures that advice rendered is thoroughly researched, authoritative and tailored to stakeholder need, resulting in the delivery of timely and accurate responses that inform strategic decision making.

Desirable Requirements:—Relevant tertiary qualifications and/or equivalent workplace experience in law, management or business.

Enquiries to Penny Nicholls, A/G Deputy Secretary, Business Services, Department of State Growth, phone (03) 6165 5161, email Penny.Nicholls@stategrowth.tas.gov.au.

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

## STATE GROWTH

## INDUSTRY AND BUSINESS DEVELOPMENT

*Industry Policy***Policy Officer (370192).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$65,401 – \$75,410 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—

Perform a range of policy and/or project tasks that are of strategic importance to the Agency and that contribute to the development of policy recommendations and project outcomes. Outcomes are delivered in a thorough, accurate and timely manner.

Provide rigorous analyses of data and documentation including assisting with the review, development and preparation of legislation as it pertains to the Agency.

Prepare project briefs and reports, official correspondence, minutes, briefing papers, and regulatory review documentation in accordance with the Agency's agreed standards of practice. This includes supporting the preparation of responses and submissions to Government and Inter-Governmental inquiries.

Liaise with internal stakeholders, government agencies, private enterprise and industry organisations to foster productive working relationships and ensure that consultative processes are achieved and timeframes adhered to.

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

Enquiries to John Dawson, Assistant Director, Industry Policy, Department of State Growth, phone (03) 6166 3488, email john.dawson@stategrowth.tas.gov.au.

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

## STATE GROWTH

## TRANSPORT SERVICES

*Road User Services***Driver Assessor (371808).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$58,394 – \$63,226 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term full-time 12 months.

Location:—Hobart.

Duties:—To accurately conduct on-road driving assessment for the purposes of evaluating the driving skills of an applicant, or a holder of, a driver licence.

Assist in creating a positive assessment environment and experience for both the applicant and their supervisory driver by responding flexibly to an individual's needs, communicating well with, relating to and seeing issues from the perspective of people from a diverse range of backgrounds.

Provide constructive, accurate and useful feedback to the applicant or holder of, a driver licence in respect of their performance during their driving assessment.

Record, input statistics, and generate reports on driver assessment, including making recommendations about whether a licence should be issued, suspended or cancelled.

Monitor and review driving competency standards, actively participate in moderation, peer assessments and auditing and provide advice on assessor manuals, guidelines and business rules.

To assist with designing appropriate test routes and perform the on-road driving assessment at designated locations.

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

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

Desirable Requirements:—Certificate IV in Training and Assessment (TAE).

Extensive work experience in a relevant field.

Enquiries to Dianne Bennett, Assistant Manager Driver Assessment, Department of State Growth, 76 Federal Street, Hobart, phone (03) 6166 3171, email [Di.Bennett@stategrowth.tas.gov.au](mailto:Di.Bennett@stategrowth.tas.gov.au).

Applications to People and Culture, Operations, Department of State Growth, 22 Elizabeth Street, Hobart, email [recruitment@stategrowth.tas.gov.au](mailto:recruitment@stategrowth.tas.gov.au).

## TREASURY AND FINANCE

### ECONOMIC AND FINANCIAL POLICY DIVISION

#### *Economic Policy Branch*

#### **Assistant Director, Economic Reform (723744).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$111,465 – \$119,047 p.a.

Tasmanian State Service Award, General Stream, Band 8.

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

Location:—Hobart.

Duties:—The Assistant Director, as a senior 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 research and investigations and prepare correspondence, reports and submissions.

In the context of the selection criteria, to be successful in the position applicants will:—provide leadership and direction and manage resources to deliver outcomes in accordance with the position objective; have a proven ability to influence strategic outcomes and to communicate precisely and succinctly to internal and external stakeholders and actively promote a work environment that demonstrates tolerance of, respect for and interest in the wellbeing of individuals.

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

Enquiries to Chris Lock, Director, Economic Policy Branch, Department of Treasury and Finance, phone (03) 6166 4433, email [chris.lock@treasury.tas.gov.au](mailto:chris.lock@treasury.tas.gov.au).

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

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

## TREASURY AND FINANCE

### REVENUE, GAMING AND LICENSING DIVISION

#### *Revenue Branch*

#### **Client Services Officer (723503).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$51,782 – \$56,011 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time (0.8 FTE)/job share may be considered.

Location:—Hobart.

Duties:—This position contributes to the efficient and effective collection of State taxation revenue and the payment of a range of grants.

In the context of the selection criteria, to be successful in the position applicants will have:—a customer service focus with

a strong emphasis on good written and verbal communication skills; a basic knowledge of financial processes and legislative interpretation and good computer skills, including accurate data entry skills.

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

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

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

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

## TREASURY AND FINANCE

### REVENUE, GAMING AND LICENSING DIVISION

#### *Revenue Branch*

#### **Revenue Officer (724255).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$58,394 – \$63,226 p.a.

Tasmanian State Service Award, General Stream, Band 3.

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

Location:—Hobart.

Duties:—As an individual or as a member of a team, administer State taxation and other legislation that the State Revenue Office has responsibility for to ensure efficient and effective collection of revenue and payment of grants and concessions.

In the context of the selection criteria, to be successful in the position applicants will have:—the ability to operate successfully in a high work flow area while maintaining a good standard of attention to detail and a focus on quality; a demonstrated understanding of contemporary information technology solutions as they relate to taxation and concessions administration and a demonstrated ability to analyse situations that fall outside of normal procedures and to show appropriate judgement in handling these situations.

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

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

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

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

TASTAFE  
EDUCATION SERVICES

*Technology Trades and Engineering*

**Teacher, Building Surveying (970034).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$57,618 – \$89,336 pro rata, per annum.

TasTAFE Teaching Staff Award, Teacher.

Fixed-term full-time 70 hours per fortnight from as soon as possible until 18 December 2016.

Location:—Statewide.

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

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

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

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

Enquiries to Kristi Robertson, Education Manager, TasTAFE, phone (03) 6165 6484, email [kristi.robertson@TasTAFE.tas.edu.au](mailto:kristi.robertson@TasTAFE.tas.edu.au).

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

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

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

TASTAFE  
EDUCATION SERVICES

*Technology Trades and Engineering*

**Teacher, Building Surveying (970276).**

Applications Close:—Friday, 19 February 2016.

Salary:—\$57,618 – \$89,336 pro rata, per annum.

TasTAFE Teaching Staff Award, Teacher.

Fixed-term part-time 35 hours per fortnight from as soon as possible until 18 December 2016.

Location:—Statewide.

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

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

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

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

Enquiries to Kristi Robertson, Education Manager, TasTAFE, phone (03) 6165 6484, email [kristi.robertson@TasTAFE.tas.edu.au](mailto:kristi.robertson@TasTAFE.tas.edu.au).

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

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.

## Promotions without Advertising

### HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

IT is my intention to request the Head of the State Service to exercise discretion to not advertise the following duties in accordance with section 40 (2) of the State Service Act 2000 and to promote the following permanent employee —.

Tulasa Timsina.

to perform the duties of Registered Nurse 503195, Registered Nurse, Grade 3, Year 1 to Grade 4, Year 4.

Duties:—Strengthen 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.

State Service employees aggrieved by this intention may make application to the Tasmanian Industrial Commission for a review under section 50(1)(b) of the State Service Act 2000. Applications for review are to be lodged with the Tasmanian Industrial Commission within 14 days of the publication date of this Gazette.

Dr. David Alcorn.

## Staff Movements

### *Permanent Appointments*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Education	School Psychologist	J. Phair	12 months	01.02.16
Education	School Psychologist	H. Gordon	12 months	01.02.16
Education	School Psychologist	C. Moulton	12 months	01.02.16
Education	Canteen Assistant	S. Needham	6 months	02.02.16
Health & Human Services & Tasmanian Health Service	Operations Officer	Q. Hendry	6 months	09.02.16
Health & Human Services & Tasmanian Health Service	Cleaner - ORS	G. Woodgate	6 months	17.01.16
Health & Human Services & Tasmanian Health Service	Registered Nurse	G. Lancaster	6 months	31.01.16
Health & Human Services & Tasmanian Health Service	Hospital Aide	A. King	6 months	25.01.16
Health & Human Services & Tasmanian Health Service	Registered Nurse	R. Brocklehurst	6 months	31.01.16
Health & Human Services & Tasmanian Health Service	Administrative Assistant	S. Carey	6 Months	01.02.16
Health & Human Services & Tasmanian Health Service	Clinical Nurse Specialist - Adult and Community Mental Health	C. Healy	6 months	25.01.16
Health & Human Services & Tasmanian Health Service	Customer Service Officer - Medical Records, PIMS	T. Fehlberg	6 months	03.02.16
Health & Human Services & Tasmanian Health Service	Enrolled Nurse	K. Batchelor	Six months	17.01.16
Health & Human Services & Tasmanian Health Service	Ward Clerk - Short Stay Surgical Unit	N. Wrigley	6 months	01.02.16
Justice	Correctional Officer	J. Wade	12 months	10.02.16
Justice	Correctional Officer	W. Harris	12 months	01.02.16
Justice	Correctional Officer	A. Macreadie	12 months	01.02.16
Justice	Correctional Officer	A. Fox	12 months	01.02.16
Justice	Correctional Officer	P. Livingston	12 months	01.02.16
Justice	Correctional Officer	T. Thorp	12 months	01.02.16
Justice	Correctional Officer	L. Howell	12 months	01.02.16
Justice	Correctional Officer	B. Richardson	12 months	01.02.16
Justice	Correctional Officer	A. Fox	12 months	01.02.16
Justice	Correctional Officer	T. Thorp	12 months	01.02.16
Justice	Manager Compliance	V. Tabor	6 months	23.02.16
Justice	Correctional Officer	P. Corbett	12 months	01.02.16
Justice	Correctional Officer	I. Smith	12 months	01.02.16
Justice	Correctional Officer	A. Wadley	Correctional Officer	01.02.16
Justice	Correctional Officer	M. Cotton	12 months	01.02.16
Justice	Correctional Officer	K. Morgan	12 months	01.02.16
Primary Industries, Parks, Water & Environment	Aboriginal Ranger	T. Burgess	Nil	19.01.16
Primary Industries, Parks, Water & Environment	Ranger - Aboriginal Partnerships and Projects	J. Digney	Nil	19.01.16
State Growth	International Partnerships Manager	W. Clark	6 months	01.02.16
State Growth	Policy Officer	C. Woolford	6 months	04.02.16

### *Appointment of Officers*

<i>Agency</i>	<i>Officers Name</i>	<i>Duties Assigned</i>	<i>Date of Appointment</i>	<i>Duration</i>
Premier & Cabinet	W. Spencer	Director Climate Change	31.01.16	5 years



*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>
Premier & Cabinet	Graduate Policy Officer (Disability)	C. Godman	2 years	01.02.16
Primary Industries, Parks, Water & Environment	Project Officer - Assets & Information Systems	M. Poll	24 months	08.02.16
State Growth	Aboriginal Learning Facilitator	T. Brown	3 years	09.02.16

*Promotion of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Justice	A. Oakes	Registrar	10.02.16
Justice	T. Damm	Senior Registry Officer (Data Management)	01.02.16
Primary Industries, Parks, Water & Environment	B. Clark	Regional Operations Manager (North West)	25.01.16

*Resignation of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Service	Home Help Personal Carer	C. Roles/Gower	12.01.16
Health & Human Services & Tasmanian Health Service	IT Support Officer	A. Maxwell	03.02.16
Health & Human Services & Tasmanian Health Service	Training Co-Ordinator	S. Beaumont	28.01.16
Health & Human Services & Tasmanian Health Service	Social Worker	S. Sward	29.01.16
Health & Human Services & Tasmanian Health Service	Registered Nurse	H. Laird	26.01.16
Health & Human Services & Tasmanian Health Service	Administrative Officer	J. Midgley	29.01.16
Health & Human Services & Tasmanian Health Service	Pharmacy Site Manager (North West)	S. Seaton	29.01.16
Health & Human Services & Tasmanian Health Service	Registered Nurse	S. Dhillon	02.02.16
Health & Human Services & Tasmanian Health Service	Home Help Personal Carer	H. Richardson	29.01.16
Health & Human Services & Tasmanian Health Service	Registered nurse	B. Roy	31.01.16
Health & Human Services & Tasmanian Health Service	Registered Nurse	C. Turner	17.01.16
Justice	Senior Inspector	V. Hollister	08.02.16
Primary Industries, Parks, Water & Environment	Information Officer	C. Atkin	23.01.16
State Growth	Assistant Director	J. Pearson	31.01.16

*Retirement of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Service	Registered Nurse	B. MacDonald	31.01.16

*Transfer of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Treasury & Finance	C. Eickhoff	Justice	Senior Procurement and Property Officer	09.02.16
Premier & Cabinet	A. Reid	Justice	Senior Legislation and Policy Officer	03.02.16
Primary Industries, Parks, Water & Environment	C. Noonan	Premier & Cabinet	Project Manager	30.01.16
Public Trustee	L. Petraitis	Primary Industries, Parks, Water & Environment	Operations and Support Officer	01.02.16



# We can produce a document the whole world will want to see.

**We can also make sure they don't.**

No matter how good it looks, sometimes your publication contains information that you would prefer to keep under lock and key.

At Mercury Walch Pty Ltd, Tasmania's number one printer, that's just where we keep it.

How good is our security?  
Over many years of

printing the most sensitive government and business documents we've never had any leaks.

Your job will not be any different. So now you can sleep at night knowing your document is safe. Won't that make a world of difference!

Have a chat with one of our sales representatives on 03 6232 2100.



mercury walch

**MERCURY WALCH**

5-7 Bowen Road, Moonah  
Tasmania 7009  
Telephone (03) 6232 2100  
Fax (03) 6232 2138  
FREE Call 1800 030 940



P  
MS  
GSM  
CMYK

## A bit fuzzy on your printing jargon?

Dont worry, our sales team know more than enough.

They also know one other very important fact: that it's just that - jargon.

Talk to one of our experienced sales representatives and you'll come away with a crystal clear understanding of the ins and outs of your printing job. We know what you want

because we know the right questions to ask.

No guesses, no hazy ideas, no fudging...just the information needed to be assured that your publication will be a sight for sore eyes.

Call us on (03) 6232 2100 for the bottom line on all your printing requirements.



mercury walch

**MERCURY WALCH**

5-7 Bowen Road, Moonah  
Tasmania 7009  
Telephone (03) 6232 2100  
Fax (03) 6232 2138  
FREE Call 1800 030 940



## Save time, money and your voice. Make sure there is only one cursor in your office!

What could be easier? Your next print job sent at the click of a mouse. Minutes later your documents are at the printers and you haven't even left your desk.

Now if only they could invent a computer that makes you coffee.

How about skipping the middle man altogether and ordering your printing online from your own catalogue? It's easy, it's flexible and it's fast.

No more chasing proofs or checking stock levels.

All your printing products can be available online, meaning others in your organisation will be able to place orders, enter variable data for items such as business cards, preview proofs and track the progress of their orders. What's more it's custom designed to suit your needs.

Call one of our sales representatives on (03) 6232 2100 to discover why more people are using online ordering.

Now you have time to concentrate on more important



mercury walch

### **MERCURY WALCH**

5-7 Bowen Road, Moonah  
Tasmania 7009  
Telephone (03) 6232 2100  
Fax (03) 6232 2138  
FREE Call 1800 030 940

#### ***Disclaimer.***

Products and services advertised in this publication are not endorsed by the State of and the State does not accept any responsibility for the content or quality of reproduction. The Contractor reserves the right to reject any advertising material it considers unsuitable for government publication.

#### ***Copyright.***

The Tasmanian Government Gazette and Tasmanian State Services are subject to the Copyright Act. No part of any material published in the Tasmanian Government Gazette or the Tasmanian State Service Notices may be reproduced except in accordance with the Copyright Act.

Printed by Mercury Walch Pty Ltd under authority of the Government of the State of Tasmania.