



# TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER  
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INCLUDING G.S.T.

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

### Vacancies—General Information

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

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

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

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

The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: 1. Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. 2. Disciplinary action in previous employment.

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 5488, email **shane.frost@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**.

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

#### *Educational Performance Services*

#### **Principal Education Officer Data Literacy, Educational Performance Services (970371).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$102,947 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal (Non Teaching) Band 3B, Level 2.

Fixed-term full-time 73.50 hours per fortnight, from As soon as possible to 1 March 2017.

Location:—South.

Description of Role:—To provide high level strategic and practical advice for key student information systems and associated professional learning.

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

The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: 1. Conviction checks in the following conviction areas, Crimes

## EDUCATION

### EARLY YEARS AND SCHOOLS

#### *Professional Learning Institute*

#### **Professional Learning Leader, Professional Learning Institute (964904).**

Applications Close:—Friday, 26 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 as soon as possible to 22 February 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.

of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. 2. Disciplinary action in previous employment.

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

Enquiries to Sarah Lethborg, Department of Education, phone (03) 6165 5719, email sarah.lethborg@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.

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.

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## EDUCATION

### LEARNING SERVICES

#### *Learning Services (South)*

#### Brighton Primary School

#### ***Education Facility Attendant, Brighton Primary School (953452).***

Applications Close:—Friday, 26 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:—Brighton 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.

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 pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

Enquiries to Sharon Sutczak, School Business Manager, Department of Education, phone (03) 6263 6762, email sharon.sutczak@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.

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## EDUCATION

### LEARNING SERVICES

#### *Learning Services (South)*

#### Herdsmans Cove Primary School

#### ***School Administration Clerk, JRLF Herdsmans Cove Primary School (954262).***

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 58.80 hours per fortnight from 26/04/2016.

Location:—JRLF, Herdsmans Cove Primary School.

Description of 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. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

Enquiries to Tracy Burn, School Business Manager, JRLF Herdsmans Cove Primary School, Department of Education, phone (03) 6263 7843, email tracy.burn@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.

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## EDUCATION

## LEARNING SERVICES

*Learning Services (South)*

## New Norfolk High School

***Education Facility Attendant (Cleaning), New Norfolk High School (969641).***

Applications Close:—Friday, 26 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:—New Norfolk 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. The following pre-employment checks are to be conducted: 1. Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. 2. Disciplinary action in previous employment.

Enquiries to Raelene Angel, School Business Manager, Department of Education, phone (03) 6261 7800, email [raelene.angel@education.tas.gov.au](mailto:raelene.angel@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.

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## EDUCATION

## LEARNING SERVICES

*Learning Services (South)*

## New Norfolk High School

***Education Facility Attendant (Grounds), New Norfolk High School (954298).***

Applications Close:—Friday, 26 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:—New Norfolk 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. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

Enquiries to Raelene Angel, School Business Manager, Department of Education, phone (03) 6261 7800, email [raelene.angel@education.tas.gov.au](mailto:raelene.angel@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)*

## Warrane Primary School

***Advanced Skills Teacher, Warrane Primary School (202346).***

Applications Close:—Friday, 26 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 from 26/04/2016.

Location:—Warrane Primary School.

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

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

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

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



The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

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

Enquiries to Louise Lynch, Principal, Warrane Primary School, Department of Education, email [louise.lynch@education.tas.gov.au](mailto:louise.lynch@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)*

#### ***Education Facility Attendant, School Support Southern Region (953337).***

Applications Close:—Friday, 26 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:—Learning Services Southern Region Office.

Description of 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. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

Enquiries to Helen Manser, Department of Education, phone (03) 6165 6460, email [helen.manser@education.tas.gov.au](mailto:helen.manser@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 (South)*

#### *Cosgrove High School*

#### ***Laboratory Technician, Cosgrove High School (953208).***

Applications Close:—Friday, 26 February 2016.

Salary:—\$58,394 – \$63,226 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 36.75 hours per fortnight.

Location:—Cosgrove High School.

Description of the role:—Provide technical support to a school or college's science unit and undertake associated administrative duties.

Essential Requirements:—Certificate III or IV in Laboratory Techniques, or equivalent TAFE or post-secondary qualification appropriate to the nature of the work.

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 pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

Desirable Requirements:—Post secondary studies in the fields of science and/or technology.

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)*

## Lenah Valley Primary School

***School Administration Clerk, Lenah Valley Primary School (964299).***

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 44.10 hours per fortnight.

Location:—Lenah Valley 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. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

Enquiries to Robyn Langworthy, School Business Manager, Department of Education, phone (03) 6228 0311, email [robyn.langworthy@education.tas.gov.au](mailto:robyn.langworthy@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)*

## Princes Street Primary School

***School Business Manager, Princes Street Primary School (953501).***

Applications Close:—Friday, 26 February 2016.

Salary:—\$78,552 – \$82,441 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time 73.50 hours per fortnight.

Location:—Princes Street Primary School.

Manage the operations of the school office and co-ordinate

the school administrative service and assigned resources. Provide authoritative advice and support to the Principal and senior staff on administrative, resource and service management. Develop and implement operational solutions to meet administrative service requirements.

Essential Requirements:—The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

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

Enquiries to John Dryden, Department of Education, phone (03) 6223 6635, email [john.dryden@education.tas.gov.au](mailto:john.dryden@education.tas.gov.au).

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

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

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

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

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

## EDUCATION

## LEARNING SERVICES

*Learning Services (South)*

## Rosetta Primary School

***Teacher Assistant, Rosetta Primary School (968971).***

Applications Close:—Friday, 26 February 2016.

Salary:—\$51,782 – \$56,011 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time 20 hours per fortnight.

Location:—Rosetta Primary School.

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

Essential Requirements:—The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

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

Enquiries to Michelle Castle, School Business Manager, Department of Education, phone (03) 6208 1202, email [michelle.castle@education.tas.gov.au](mailto:michelle.castle@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)*

#### Windermere Primary School

#### ***Teacher Assistant (Garden Program), Windermere Primary School (965983).***

Applications Close:—Friday, 26 February 2016.

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

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term part-time 22 hours per fortnight from 26 April 2016 to 22 December 2016.

Location:—Windermere Primary School.

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

Essential Requirements:—The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: 1. Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. 2. Disciplinary action in previous employment.

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

Enquiries to Sandra Quinn, School Business Manager, Department of Education, phone (03) 6249 0600, email [sandra.quinn@education.tas.gov.au](mailto:sandra.quinn@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)*

#### Windermere Primary School

#### ***Teacher Assistant (Kitchen Program), Windermere Primary School (960140).***

Applications Close:—Friday, 26 February 2016.

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

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term part-time 20 hours per fortnight from 26 April 2016 to 22 December 2016.

Location:—Windermere Primary School.

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

Essential Requirements:—The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

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

Enquiries to Sandra Quinn, School Business Manager, Department of Education, phone (03) 6249 0600, email [sandra.quinn@education.tas.gov.au](mailto:sandra.quinn@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****Psychologist Safe Homes, Safe Families, Learning Services Northern Region (970167).***

Applications Close:—Friday, 26 February 2016.

Salary:—\$59,562 – \$97,646 p.a.

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

Fixed-term full-time 73.5 hours per fortnight, from As soon as possible to 1 February 2018.

Location:—North-West.

Description of Role:—Work in State Government schools, Child and Family Centres (CFCs) and community locations to provide a psychological service which supports children and families impacted by situations of family violence. Contribute to capacity building of CFCs, school staff and communities to improve understanding of the impact of family violence and trauma on learning and well-being.

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. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

Desirable Requirements:—A current driver's licence.

Eligible for membership of the Australian Psychological Society.

Enquiries to Lynne McDougall, Department of Education, phone (03) 6165 5792, email [lynne.mcdougall@education.tas.gov.au](mailto:lynne.mcdougall@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****Social Worker Safe Homes, Safe Families, Learning Services Northern Region (970165).***

Applications Close:—Friday, 26 February 2016.

Salary:—\$53,542 – \$86,856 p.a.

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

Fixed-term full-time 76 hours per fortnight, from as soon as possible to 1 February 2018.

Location:—North.

Description of Role:—Work in State Government schools, Child and Family Centres (CFCs) and community locations to provide support to children and families affected by family violence. Contribute to capacity building of CFCs, school staff and communities to improve understanding of the impact of family violence and trauma on learning and well-being.

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 role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

Desirable Requirements:—A current driver's licence.

Eligibility for membership of the Australian Association of Social Workers.

Enquiries to Lynne McDougall, Department of Education, phone (03) 6165 5792, email [lynne.mcdougall@education.tas.gov.au](mailto:lynne.mcdougall@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***Beaconsfield Primary School*****School Administration Clerk, Beaconsfield Primary School (952437).***

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 up-to 66.15 hours per fortnight, 40 weeks per year.

Location:—Beaconsfield Primary School.

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

Essential Requirements:—The Head of the State Service has



determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

Enquiries to Ros Bender, Department of Education, phone (03) 6383 1215, email [ros.bender@education.tas.gov.au](mailto:ros.bender@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.

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## EDUCATION

### LEARNING SERVICES

#### *Learning Services Northern Region*

##### Hagley Farm Primary School

#### ***Advanced Skills Teacher, Hagley Farm Primary School (969457).***

Applications Close:—Friday, 26 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:—Hagley Farm 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.

This is a leadership role in early childhood education.

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

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

The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

Desirable Requirements:—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.

Enquiries to Mick Davy, Department of Education, phone (03) 6392 2272, email [mick.davy@education.tas.gov.au](mailto:mick.davy@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*

##### Hellyer College

#### ***Administration Officer, Hellyer College (966584).***

Applications Close:—Friday, 26 February 2016.

Salary:—\$58,394 – \$63,226 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time 73.50 hours per fortnight.

Location:—Hellyer College.

Description of the role:—Assist the Supervisor in the management of the 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 Supervisor 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. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

Enquiries to Jan Robertson, Department of Education, phone (03) 6435 5200, email [jan.robertson@education.tas.gov.au](mailto:jan.robertson@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*

## Miandetta Primary School

**Teacher Assistant, Miandetta Primary School (965130).**

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 30.00 hours per fortnight, 40 weeks per year.

Location:—Miandetta Primary School.

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

Essential Requirements:—The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

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

Enquiries to Mandy Beard, Department of Education, phone (03) 6424 4428, email [mandy.beard@education.tas.gov.au](mailto:mandy.beard@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.

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## EDUCATION

## LEARNING SERVICES

*Learning Services Northern Region*

## School of Special Education, Devonport

**Teacher Assistant, School of Special Education Devonport Campus (3 Vacancies).**

Applications Close:—Friday, 26 February 2016.

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

Tasmanian State Service Award, General Stream, Band 2.

Vacancy No. 969478.

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

Location:—School of Special Education North West.

Vacancy No. 969479.

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

Location:—School of Special Education North West.

Vacancy No. 969480.

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

Location:—School of Special Education North West.

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

Essential Requirements:—The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

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

Enquiries to Grace Brown, Department of Education, phone (03) 6433 3870, email [grace.brown@education.tas.gov.au](mailto:grace.brown@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.

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## EDUCATION

## LEARNING SERVICES

*Learning Services Northern Region*

## The Don College

**Teacher (Outdoor Education), Don College (966286).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$55,827 – \$90,682 p.a.

Teaching Service (Tasmanian Public Sector) Award, Teacher. Permanent full-time 70.00 hours per fortnight.

Location:—Don College.

To implement and manage appropriate learning programs for students and to assess individual student progress.

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

(Tasmanian Public Sector) Award 2005.

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

The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: 1 Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

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

Enquiries to John Thompson, Department of Education, phone (03) 6424 0200, email john.thompson@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.

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.

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

### HEALTH AND HUMAN SERVICES

#### Housing, Disability and Community Services

#### Program Support

### **Business Analyst (519944).**

Applications Close:—Friday, 26 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.

Duties:—The Program Support Unit's (PSU) role is to provide a co-ordinated support role to the program areas of Housing, Disability and Community Services (HDCCS). Primary functions focus on data, information and business systems, and executive and administrative support, including Ministerial and central business support unit liaison.

As a member of the Business Systems and Information Management (BSandIM) team, undertake business analysis and systems related activity to:—Support the development, analysis and reporting associated with HDCCS information systems and

data, including the management of HDCCS data assets.

Prepare and provide performance reporting and monitoring against Key Performance Indicators in relation to relevant contracts administered by HDCCS.

Provide advice and expertise in relation to business planning, information management, performance monitoring and complex reporting for HDCCS operational and service delivery areas.

Support projects and activities being undertaken within the BSandIM team.

Selection criteria includes:—Sound strategic, conceptual, analytical and creative skills with an ability to understand the political, social and organisational environment, identify relevant issues and develop and implement business process solutions and strategies.

Demonstrated knowledge and understanding of project reporting, performance monitoring and complex reporting principles, practices and frameworks.

Sound knowledge and understanding of HDCCS operations or relevant knowledge and experience in a related field.

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

Desirable Requirements:—Experience in relation to complex database query resolution.

Essential Requirements:—Current Working with Children Registration.

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

Enquiries to Andrew Pilgrim, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 3568, email andrew.pilgrim@dhhs.tas.gov.au.

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

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

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

### HEALTH AND HUMAN SERVICES

#### Public Health Services

### **Senior Pharmacist (501067).**

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.

Location:—Hobart.



The Tasmanian Department of Health and Human Services seeks a Senior Pharmacist to join the Pharmaceutical Services team within the Public Health Services. Under the broad control and direction of the Deputy Chief Pharmacist and as a senior professional specialist, the Senior Pharmacist will:—

a) Undertake a range of tasks in accordance with legislation and established policies and procedures, including the exercise of delegations and authorisations issued by the Secretary.

b) Exercise sound professional judgement and discretion in dealing with medical practitioners, pharmacists, other practitioners, manufacturers, wholesalers, public and private hospitals, nursing homes etc. with the objective of achieving compliance with regulatory legislation and policies.

c) Provide professional advice on the development of policy and legislation.

The Senior Pharmacist is responsible for performing a wide range of regulatory tasks requiring professional judgement and discretion in relation to the safe manufacture, distribution and use of drugs of dependence, medicines and poisons.

**Desirable Requirements:**—At least five year's practical experience as a pharmaceutical chemist in either hospital or community pharmacy, subsequent to initial registration.

Current Driver's Licence.

Relevant postgraduate qualifications.

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

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 pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

Enquiries to Peter Boyles, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 0402, email [peter.boyles@dhhs.tas.gov.au](mailto:peter.boyles@dhhs.tas.gov.au).

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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

##### TASMANIAN HEALTH SERVICE

#### **Staff Specialist (DEM) (\$04659).**

Applications Close:—Friday, 25 March 2016.

Salary:—\$140,592 – \$213,700 p.a.

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

Fixed-term full-time day worker, working 76 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence as soon as possible for a period of three (3) years.

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

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

**Duties:**—To provide specialist emergency medical care to patients attending the Department of Emergency Medicine at the Launceston General Hospital. To be involved in research, quality improvement activities and undergraduate, post graduate and other teaching at the Launceston General Hospital.

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

The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

Enquiries to Dr Paul Pielage, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6400, email [paul.pielage@ths.tas.gov.au](mailto:paul.pielage@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

#### **Private Patient Officer (516903).**

Applications Close:—Friday, 26 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 full-time day work, working 76 hours per fortnight, to commence As soon as possible until 6th January, 2017. Notwithstanding, hours may be negotiated with the successful applicant.

Location:—LGH Charles Street, Launceston.

**Duties:**—Provide and co-ordinate a wide range of administrative services associated with the hospital's Private Patient Plan (PPP) providing an efficient and effective patient billing service for members of the PPP and maximise hospital revenue.

Co-ordinate all aspects of patient revenue on behalf of the hospital and Medical Specialists for services provided to chargeable patients.

Provide an efficient and effective liaison service for private and compensable patients in relation to the collection of patient information and billing.

Provide day-to-day co-ordination of information, forms, correspondence and documents associated with chargeable patients at the LGH.



Co-ordinate and audit the collection of data for private practice and revenue generation in the LGH.

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 role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

Enquiries to Trish Hepburn, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6027, email trish.hepburn@ths.tas.gov.au.

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

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

TASMANIAN HEALTH SERVICE

*Northern Region*

Launceston General Hospital

#### **Registrar O and G (Casual) (521219).**

Applications Close:—Friday, 26 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 casual day work, working as and when required. 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.

Duties:—To provide high quality day to day medical services in the Obstetrics and Gynaecology (O and G) Departments within Women's and Children's Services of 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 role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, Crimes of Violence, Sex Related Offences, Serious Drug Offences, Crimes Involving Dishonesty and Serious Traffic Offences. Disciplinary action in previous employment.

Enquiries to Dr Toly Pavlov, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 8972, email anatoly.pavlov@ths.tas.gov.au.

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

Services, Human Resources, Tasmanian Health Service, Northern Region, P.O. Box 1963, Launceston 7250. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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

TASMANIAN HEALTH SERVICE

*Northern Region*

Launceston General Hospital

#### **Senior Occupational Therapist (503808).**

Applications Close:—Friday, 26 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.

Fixed-term part-time day work, working 30.4 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence 1 April 2016 until 1 April 2017.

Location:—Occupational Therapy Department, LGH, Charles Street, Launceston.

Duties:—To promote, develop and provide Occupational Therapy (OT) services in accordance with professional standards, best practice and evidence, to a predominately specialist or complex caseload, in order to improve occupational outcomes for patients. To provide clinical direction and professional supervision and support to level 1/2 Occupational Therapists and undergraduate occupational therapy students. To assist with the development of occupational therapy clinical services through planning, evidence-based practice, quality improvement and research activities.

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

Desirable Requirements:—Current Driver's Licence.

Holds or progressing towards a relevant post graduate qualification.

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

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

Enquiries to Kerri Roberts, Discipline Lead, Occupational Therapy Department, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6222, email kerri.roberts@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Tasmanian Health Service – Northern Region, P.O. Box 1963, Launceston 7250. Please note if you are applying online you DO

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

## TASMANIAN HEALTH SERVICE

### *Northern Region*

#### Primary Health North

#### **Health Care Assistant (Community Nursing North) (507480).**

Applications Close:—Friday, 26 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 as and when required, for two (2) year fixed term period.

Location:—Community Nursing, Kelham Street, Launceston.

Duties:—Under supervision, and in accordance with Agency policy, legal, regulatory and funded program requirements, the Health Care Assistant provides high quality care and support to community and/or facility based clients and assists with a range of daily living activities that a person would normally do for themselves.

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:—Current Driver's Licence.

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

Enquiries to Jan Allford, NUM, Community Nursing, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 4018, email jan.allford@ths.tas.gov.au.

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

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

## TASMANIAN HEALTH SERVICE

### *Northern Region*

#### Primary Health North

#### Beaconsfield District Health Service

#### **Activity Therapist (Beaconsfield) (507729).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$48,227 – \$50,414 p.a.

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

Fixed-term part-time day work, working 30 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant. To commence As soon as possible for 12 months.

Location:—Beaconsfield District Health Service, Bolton Street Beaconsfield.

Duties:—To deliver an effective Day Centre service for people who are frail aged, people with a disability and their carers within the community of the northern part of the West Tamar.

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:—Completion of or working toward relevant qualifications.

Current drivers licence.

Essential Requirements:—Nil.

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

Enquiries to Katrina Bullman, Activities Program Co-ordinator, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6702 6060, email [katrina.bullman@dhhs.tas.gov.au](mailto:katrina.bullman@dhhs.tas.gov.au).

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

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# HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

## TASMANIAN HEALTH SERVICE

### *Northern Region*

#### Primary Health North

#### Community Dementia Service

#### **Registered Nurse, Community Dementia Service (North) (2 Vacancies).**

Applications Close:—Friday, 26 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.

Vacancy No. 507449.

Permanent part-time shift work, working 40 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant. To commence 21 March 2016.

Location:—Community Dementia Service, Allambi Building, Howick 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.

Vacancy No. 507449.

Permanent part-time shift work, working 56 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant. To commence 21 March 2016.

Location:—Community Dementia Service, Allambi Building, Howick 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, Community Dementia in accordance with primary health care principles, Department of Health and Human Services (DHHS) and THS-North policies, legal requirements and professional competencies strengthens health outcomes through the provision of safe quality, clinically appropriate nursing care for people who have dementia in partnership with patients/clients, their families and other health professionals. Promote community awareness in relation to dementia care, including developing and maintaining strong communication links within public sector health, community based service providers and other key groups and consumers regarding supporting the needs of clients, their families and carers.

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. Current Driver's Licence.

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

Enquiries to Linda Johnstone, A/NUM, Community Dementia, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 4656, email linda.johnstone@dhhs.tas.gov.au.

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

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

##### TASMANIAN HEALTH SERVICE

##### *Northern Region*

##### Primary Health North

##### Flinders Island Multi-Purpose Centre

#### **Community Health Nurse (Cape Barron Island) (504662).**

Applications Close:—Friday, 26 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 full-time day work (with on-call), working 76 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant. To commence 1 April 2016 until 1 October 2016.

Location:—Cape Barron Island Community Health Centre, C/- Post Office, Cape Barron Island.

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, Community consistent with ongoing experience strengthens health outcomes through the provision of safe quality, clinically appropriate nursing care in partnership with patients/clients, their families and other health professionals within the defined community practice area.

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. Current Driver's Licence.

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

Enquiries to John Loudon, Director of Nursing, Flinders Island, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6359 0204, mobile 0428 121 621, email john.f.loudon@dhhs.tas.gov.au.

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

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

##### TASMANIAN HEALTH SERVICE

##### *Southern Region*

##### Corporate Services

#### **Clinical Nurse Educator/Clinical Midwife Educator (Re-Advertising) (518832).**

Applications Close:—Friday, 26 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 48 hours per fortnight (working Wed to Fri day shifts) commencing as soon as possible.

Location:—Centre for Education and Research, Nursing and Midwifery, Royal Hobart Hospital.

Duties:—As a member of the clinical leadership team, the Clinical Nurse Educator (CNE)/Clinical Midwife Educator (CME) facilitates and supports the development of the nursing and midwifery workforce, including undergraduate and enrolled nursing students.

This position is based at the Royal Hobart Hospital in Cancer Services, In-patient and Out-patient and the Ambulatory Care Centre. The successful applicant should have advanced skills and knowledge in cancer nursing, leadership and communication.

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 role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, crimes of violence, sex related offences, serious drug offences, crimes involving dishonesty and serious traffic offences. Disciplinary action in previous employment and disciplinary action in previous employment check.

Enquiries to Erin McLeod, Assistant Director of Nursing Education, Royal Hobart Hospital, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 8786, email [erin.mcleod@ths.tas.gov.au](mailto:erin.mcleod@ths.tas.gov.au).

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

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

##### TASMANIAN HEALTH SERVICE

##### *Southern Region*

##### Mental Health Services, Southern Region

#### ***Administrative Assistant, Child and Adolescent Mental Health Services (522500).***

Applications Close:—Friday, 26 February 2016.

Salary:—\$51,187 – \$55,293 p.a.

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

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

Location:—New Town.

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 Administrative Assistant, Child and Adolescent Mental Health Services (CAMHS):

Provides day to day administrative support to CAMHS.

Contributes towards optimal administrative and business support processes at the local level.

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

Enquiries to Alison Broadby, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 0588, email [alison.broadby@ths.tas.gov.au](mailto:alison.broadby@ths.tas.gov.au).

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

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

Please do not send applications to the contact person.

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

##### TASMANIAN HEALTH SERVICE

##### *Southern Region*

##### Mental Health Services, Southern Region

#### ***Clinical Lead (522304d).***

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

Location:—South.

Please Note:—Flexible working options allow this vacancy to be filled by more than one person.

This vacancy is also advertised as Clinical Nurse Consultant, Clinical Lead (522304), Registered Nurse Grade 6. There is only one vacancy to be filled, and one vacancy will be filled, based on merit.

Duties:—An exciting new opportunity exists to join Child and Adolescent Mental Health Services (CAMHS). Demonstrating considerable experience in child and adolescent development and mental health, you will be part of a broad CAMHS team with services in the 0, 18 age group, both in community and hospital settings. As a senior member of the CAMHS team, you will provide leadership in clinical decision making and service delivery, strategic management and support to the broader CAMHS multidisciplinary mental health team.

Desirable Requirements:-

A minimum of 3 years current post graduate experience in child and adolescent mental health.

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 role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, crimes of violence, sex related offences, serious drug offences, crimes involving dishonesty and serious traffic offences. Disciplinary action in previous employment and disciplinary action in previous employment check.



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

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

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

Please do not send applications to the contact person.

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

### TASMANIAN HEALTH SERVICE

#### *Southern Region*

#### Mental Health Services, Southern Region

#### ***Clinical Nurse Consultant, Clinical Lead (522304).***

Applications Close:—Friday, 4 March 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.

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

Location:—South.

Please Note:—Flexible working options allow this vacancy to be filled by more than one person.

This vacancy is also advertised as Clinical Lead (522304d), Allied Health Professional Level 4. There is only one vacancy to be filled, and one vacancy will be filled, based on merit.

Duties:—An exciting new opportunity exists to join Child and Adolescent Mental Health Services (CAMHS). Demonstrating considerable experience in child and adolescent development and mental health, you will be part of a broad CAMHS team with services in the 0, 18 age group, both in community and hospital settings. As a senior member of the CAMHS team, you will provide leadership in clinical decision making and service delivery, strategic management and support to the broader CAMHS multidisciplinary mental health team.

Desirable Requirements:-

A minimum of 3 years current post graduate experience in child and adolescent mental health.

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 role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted: Conviction checks in the following conviction areas, crimes of violence, sex related offences, serious drug offences, crimes involving dishonesty and serious traffic offences. Disciplinary action in previous employment and disciplinary action in previous employment check.

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

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

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

Please do not send applications to the contact person.

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

### TASMANIAN HEALTH SERVICE

#### *Southern Region*

#### Surgical Services

#### ***Registered Nurse (518528).***

Applications Close:—Friday, 26 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 shift worker (fully rotational), working 48 hours per fortnight.

Location:—Perioperative Centre, 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.

Duties:—The Tasmanian Health Service is seeking a Registered Nurse to join our team in the Perioperative Unit of the Royal Hobart Hospital. The Registered Nurse strengthens health outcomes through the provision of safe quality, clinically appropriate nursing care in partnership with patients/clients, their families and other health professionals.

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

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

Enquiries to Sheila Rojahn, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6222 8280, email [sheila.rojahn@ths.tas.gov.au](mailto:sheila.rojahn@ths.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

### TASMANIAN HEALTH SERVICE

#### *Southern Region*

#### Womens and Childrens Services

#### **Registered Nurse (Multiple Vacancies) (510064).**

Applications Close:—Friday, 26 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 and full-time shift work (fully rotational), hours varied, commencing As soon as possible .

Location:—NNICU Nursing, Royal Hobart Hospital.

Duties:—Access to the Grade 4 Salary range \$77,124 – \$81,563 is subject to successful application for progression to Grade 4.

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

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

Enquiries to NUM NPICU, Nurse Unit Manager, Royal Hobart Hospital, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6222 8809, email numnpicu@dhhs.tas.gov.au.

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

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### INTEGRITY COMMISSION

#### **Investigator (Complaints Assessment) (356197).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$65,401 – \$75,410 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time 73.50 hours per fortnight commencing as soon as possible until 30 January 2017.

Location:—Hobart.

Duties:—The position contributes significantly to the efficient, effective and ethical operation of the Integrity Commission by assisting with initial triage of complaints, including assessing and responding to complaints; assisting with investigations; undertaking audits of referred matters; and day to day management of the Commission's case management system.

The Head of the State Service has determined that the person nominated for this position must satisfy a pre-employment check in the following areas: Criminal Activity: Arson and fire setting, violent crimes and crimes against the person, sex related offences, drug and alcohol related offences, crimes

involving dishonesty, crimes involving deception, making false declarations, malicious damage and destruction to property, serious traffic offences, crimes against public order or relating to the Administration of Law and Justice, crimes against Executive or the Legislative Power and crimes involving conspiracy. Disciplinary/managerial action in previous employment. Identification check. 4) Satisfy a stringent security vetting process in accordance with national standards.

Desirable Requirements:—Qualifications in a relevant discipline such as law and/or Certificate IV in Government Investigations.

Recent complaint assessment or investigation experience.

Enquiries to Scott Nicol, Acting Manager Operations, Integrity Commission, phone 1300 720 289, email [scott.nicol@integrity.tas.gov.au](mailto:scott.nicol@integrity.tas.gov.au).

Applications to Recruitment and Establishment, Human Resources, Integrity Commission, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6165 4904, 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 Scott Nicol on 1300 720 289.

The Commission 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

#### *North West Region*

#### **Probation Officer (350803).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$65,401 – \$75,410 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time working 73.5 hours per fortnight.

Location:—North West Region.

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

The Head of the State Service has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: Conviction checks in the following; Arson and fire setting; Violent crimes and crimes against the person; Sex-related offences; Drug and alcohol related offences; Crimes involving dishonesty; Crimes involving deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order or relating to the Administration of Law and Justice; Crimes against Executive or the Legislative Power; Crimes involving Conspiracy. 2) Disciplinary action in previous employment check. 3) Identification check.

Desirable Requirements:—A relevant tertiary or industry qualification.

A Current driver's licence.

Enquiries to Chris Cornell-McGleenan, Team Leader, Community Corrections, Department of Justice, phone (03) 6477 7169, email [chris.cornell-mcgleenan@justice.tas.gov.au](mailto:chris.cornell-mcgleenan@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 Chris Cornell-McGleenan on (03) 6477 7176.

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

### CORPORATE SUPPORT AND STRATEGY

#### *Human Resources Branch*

#### **Consultant Case Management (356645).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$78,552 – \$82,441 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time 73.50 hours per fortnight.

Location:—Risdon Prison.

Duties:—Manage and actively progress the administration and rehabilitation process for workers compensation claims on behalf of the Agency and undertake Return to Work Co-ordinator and Injury Management Co-ordinator duties as required.

Desirable Requirements:—Accreditation as an Injury Management Co-ordinator in accordance with the Workers' Rehabilitation and Compensation Act 1988.

Enquiries to Brett Charlton, Assistant Director Workplace Relations, Human Resources, Department of Justice, phone (03) 6165 4903, email [brett.charlton@justice.tas.gov.au](mailto:brett.charlton@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 Brett Charlton on (03) 6165 4903.

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

### CROWN LAW

#### *Office of the Solicitor-General*

#### **Crown Counsel (355464).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$81,596 – \$98,475 p.a.

Legal Practitioners Agreement 2014, Level 2.

Permanent full-time working 73.5 hours per fortnight.

Location:—Hobart.

Duties:—To act as solicitor and counsel in civil matters involving the State and its Agencies before any Commonwealth or State Courts, Tribunals or Boards at first instance. To act as solicitor and counsel in civil appellate matters under the supervision of more senior legal practitioners. To provide advice to the State and its Agencies in respect of civil legal issues.

Essential Requirements:—Admitted or eligible for admission 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; 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 Michael O'Farrell, Solicitor General, Office of the Solicitor General, Department of Justice, phone (03) 6165 3614, email [michael.ofarrell@justice.tas.gov.au](mailto:michael.ofarrell@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 Melissa Xepapas on (03) 6165 3614.

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

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

## JUSTICE

### TASMANIAN INDUSTRIAL COMMISSION

#### **Associate/Registry Officer (356471).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$65,401 – \$75,410 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time working 73.50 hours per fortnight.

Location:—Hobart.



**Duties:**—Provide a high level of executive assistance and administrative support to members of the Commission. Prepare draft orders, awards, correspondence and related Commission documents. In consultation with the Commissioner and the Registry, set down hearings.

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

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

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

#### JUSTICE

##### WORKSAFE TASMANIA

##### *Industry Safety*

#### **Senior Inspector (3 Vacancies).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$78,552 – \$82,441 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Vacancy No. 355719.

Permanent full-time working 73.5 hours per fortnight.

Location:—Rosny.

Vacancy No. 355671.

Permanent full-time working 73.5 hours per fortnight.

Location:—Launceston.

Vacancy No. 355732.

Permanent full-time working 73.5 hours per fortnight.

Location:—Rosny.

**Duties:**—Conduct workplace inspections across a diverse range of industries for compliance with work health and safety (WHS) legislative provisions. Provide advice and information on WHS requirements and safety management systems, including providing advice and direction in respect how compliance can be achieved. Undertake routine and complex investigations under legislation administered by WorkSafe Tasmania using sound investigative techniques and methodologies.

**Essential Requirements:**—A Current Driver Licence.

The Head of the State Services 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:—Pre-employment checks: 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. Identification check.

**Desirable Requirements:**—The successful applicant will be required to possess a Diploma of Workplace Inspection or Investigation or be capable of obtaining such within at least twelve (12 months) from the date of appointment.

Enquiries to Mark Cocker, Director Industry Safety, WorkSafe Tasmania, Department of Justice, phone (03) 6166 4675, email [mark.cocker@justice.tas.gov.au](mailto:mark.cocker@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 Mark Cocker on (03) 6166 4675.

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

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

#### JUSTICE

##### WORKSAFE TASMANIA

##### *Industry Safety*

##### *Southern Region*

#### **Inspector (355723).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$65,401 – \$75,410 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time working 73.5 hours per fortnight.

Location:—Rosny.

**Duties:**—Provide advice and information on WHS requirements and safety management systems, including providing advice and direction in respect of how compliance can be achieved. Undertake routine investigations under legislation administered by WorkSafe Tasmania using sound investigative techniques and methodologies.

**Essential Requirements:**—A Current Driver Licence.

The Head of the State Services 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:—Pre-employment checks: 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. Identification check.

**Desirable Requirements:**—The successful applicant will be required to possess a Certificate IV in WHS and/or a Diploma in Government (Workplace Inspection or Investigation) or be capable of obtaining such within twelve (12) months from the date of appointment.



Enquiries to Mark Cocker, Director of Industry Safety, WorkSafe Tasmania, Department of Justice, phone (03) 6166 4675, email mark.cocker@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 Mark Cocker on (03) 6166 4675.

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

### WORKSAFETASMANIA

#### *Compensation and Communication*

#### **Regulation Officer (355876).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$65,401 – \$75,410 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time working 73.5 hours per fortnight.

Location:—Rosny.

Duties:—Provide high-level administrative and clerical support to the Assistant Director Compensation including the preparation of high-level correspondence, briefing notes, background material, and research and analysis. Administer the workers compensation scheme's regulatory functions, including developing, implementing and maintaining effective procedures to monitoring the performance of licensed and self-insurers against legislative requirements and permit and licence conditions.

Enquiries to Damian Davidson, Assistant Director Compensation, WorkSafe Tasmania, Department of Justice, phone (03) 6166 4619, email damian.davidson@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 Damian Davidson on (03) 6166 4619.

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.

## PORT ARTHUR HISTORIC SITE MANAGEMENT AUTHORITY

### FINANCIAL SERVICES

#### **Executive Support Officer (ESO 16).**

Applications Close:—Monday, 29 February 2016.

Salary:—\$65,401 – \$75,410 p.a.

Port Arthur Historic Site Management Authority Award, General Stream, Band 4.

Permanent full-time.

Location:—Port Arthur Historic Site.

Duties:—Provide executive support to assist in meeting the operational requirements of PAHSMA including undertaking a range of co-ordination and support activities.

Provide high level administrative support to the Chief Executive Officer and Executive Group including preparation and distribution of meeting papers, agendas and minutes.

Prepare and maintain confidential, accurate and up-to-date documentation, correspondence and records of related activities and transactions.

Undertake and contribute to the research, investigation and analysis capacity of the Executive Group including the preparation of reports, analyses, briefings and submissions.

Enquiries to Carol Armstrong, Manager, Human Resources, Port Arthur Historic Site Management Authority, 6973 Arthur Highway, phone (03) 6251 2305, mobile 0407 836 211, email carol.armstrong@portarthur.org.au.

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

## PORT ARTHUR HISTORIC SITE MANAGEMENT AUTHORITY

### TOURISM OPERATIONS

#### **3 X Food and Beverage Assistants.**

Applications Close:—Monday, 29 February 2016.

Salary:—\$50,639 – \$62,461 pro rata, per annum.

Port Arthur Historic Site Management Authority Award, General Stream, Band 1 RDW.

Vacancy No. FBA 16.

Permanent part-time (Commencing As soon as possible ).

Location:—Port Arthur Historic Site.

Duties:—Undertake food and beverage related duties ensuring accuracy of transactions and the delivery of customer service is of the highest standard.

Maintain prescribed standards of hygiene for food and beverage handling and presentation.

Provide relevant and accurate information to visitors regarding activities, features and facilities both at the Port Arthur Historic Sites and within surrounding regions and to maintain that product knowledge.

Provide assistance to new staff and work-placement students in the various operations and functions of the business unit.

Undertake other relevant tasks and duties as directed by the Food and Beverage Manager.

Desirable Requirements:—Certificate II in Hospitality.

Enquiries to Maria Stacey, Manager, Food and Beverage, Port Arthur Historic Site Management Authority, 6973 Arthur Highway, phone (03) 6251 2314, fax (03) 6251 2328, mobile 0409502004, email [maria.stacey@portarthur.org.au](mailto:maria.stacey@portarthur.org.au).

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

#### PORT ARTHUR HISTORIC SITE MANAGEMENT AUTHORITY

##### TOURISM OPERATIONS

#### **Cook (COOK 16).**

Applications Close:—Monday, 29 February 2016.

Salary:—\$64,728 – \$70,014 pro rata, per annum.

Port Arthur Historic Site Management Authority Award, General Stream, Band 2 RDW.

Permanent part-time (Commencing As soon as possible ).

Location:—Port Arthur Historic Site.

Duties:—Provide support to the chef in the production and presentation of quality food in the Port Arthur Historic Site's food and beverage outlets.

Actively participate in the ongoing improvement of the operation with excellent customer service by maintaining and contributing to the team focus, leading by example and providing encouragement and support to less experienced Food and Beverage employees.

Understudy the role of Chef and, when required, undertake this role.

Undertake any miscellaneous duties and responsibilities as requested by your Manager or the Chef pertaining to total quality service delivery at the Port Arthur Historic Sites.

Desirable Requirements:—Certificate II in Hospitality (Kitchen Operations).

Enquiries to Maria Stacey, Manager, Food and Beverage, Port Arthur Historic Site Management Authority, 6973 Arthur Highway, phone (03) 6251 2314, fax (03) 6251 2328, mobile 0409502004, email [maria.stacey@portarthur.org.au](mailto:maria.stacey@portarthur.org.au).

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

#### PREMIER AND CABINET

##### OFFICE OF PARLIAMENTARY COUNSEL

#### **Chief Parliamentary Counsel (470609).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$324,546 p.a.

Contract Position for 5 years.

Location:—Hobart.

Duties:—Provide strategic direction to and manage the Office of Parliamentary Counsel with particular reference to legislative drafting policy and the development of legislative drafting precedents, and the provision of a comprehensive legislative drafting service for the Government.

Draft and provide advice about legislation of a highly complex, critical or novel nature, including sensitive legislation, for Ministers, Parliamentarians and Government agencies.

To discharge statutory duties under various Acts including, the Acts Interpretation Act 1931, the Rules Publication Act 1953, the Rules Publication Regulations 2008, the Subordinate Legislation Act 1992, the Evidence Act 2001 and the Legislation Publication Act 1996.

Essential Requirements:—Admitted or eligible to be admitted to the legal profession.

Desirable Requirements:—Relevant post-admission legal practice equivalent to 15 years would be an advantage.

Enquiries to Greg Johannes, Secretary, Department of Premier and Cabinet, phone (03) 6232 7184, email [greg.johannes@dpac.tas.gov.au](mailto:greg.johannes@dpac.tas.gov.au).

Applications to Anne Woodhall, HR Officer, Department of Premier and Cabinet, G.P.O. Box 123, phone (03) 6232 7114, email [job.application@dpac.tas.gov.au](mailto:job.application@dpac.tas.gov.au).

#### PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

##### NATURAL AND CULTURAL HERITAGE

#### **Research Officer (706886 and 706888).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$65,401 – \$75,410 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time (706886, Fixed term, full-time until 23/12/2016) (706888, Fixed term, part-time 22.05 hours per week until 3/7/2016).

Location:—Hobart 706886, Launceston 706888.

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:—Facilitate the identification, protection, understanding and conservation of Tasmania's historic heritage, with a focus on researching nominations and maintaining the integrity and currency of the Tasmanian Heritage Register. Support Heritage Tasmania to deliver its Registration Program by: conducting historical research; co-ordinating assigned registration processes; completing assessments in accordance with the Historic Cultural Heritage Act 1995; and assisting the Department to fulfil its broader business objectives.

Desirable Requirements:—A graduate qualification relevant to the duties such as in, Architecture, Archaeology, Cultural Heritage, Engineering, Environmental Studies, Geography, History, Museum Studies or Applied Science or Planning or other disciplines of relevance to the role. Experience and skills in the effective use of a range of IT applications relevant to the role, including Microsoft Office, mapping and data base applications. Current knowledge of historical resources and repositories in Tasmania. 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 Russell Dobie, Department of Primary Industries, Parks, Water and Environment, phone (03) 6165 3708, email [Russell.Dobie@heritage.tas.gov.au](mailto:Russell.Dobie@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](mailto:job.applications@dpiipwe.tas.gov.au).

PRIMARY INDUSTRIES, PARKS, WATER AND  
ENVIRONMENT

PARKS AND WILDLIFE SERVICE

*Operations*

North West Region

**Planner (707521).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$65,401 – \$75,410 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent part-time (22.05 hours per week).

Location:—Ulverstone.

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:**—To assist the Regional Planner in the implementation and delivery of planning services such as programs, plans, policy and advice specific to the North West Region on a range of reserve management issues including environmental management, cultural and heritage conservation and the sustainable use of reserves.

**Desirable Requirements:**—A graduate qualification relevant to the duties to be undertaken as provided by a university in a discipline relevant to science, environmental planning, natural resource management or urban/rural planning. A current motor vehicle drivers 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 Brendon Clark, phone 0409 560 868, email [Brendon.Clark@parks.tas.gov.au](mailto:Brendon.Clark@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 3174, fax (03) 6173 0230, email [job.applications@dpipwe.tas.gov.au](mailto:job.applications@dpipwe.tas.gov.au).

PUBLIC TRUSTEE

TRUSTEE SERVICES

**Senior Client Account Manager (790131).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$78,552 – \$82,441 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Hobart.

**Duties:**—The Senior Client Account Manager is required to manage a caseload of files with a high degree of complexity ensuring that files are managed effectively in accordance with relevant legislation, procedural guidelines and client instructions. Exercise a high level formal delegation and discretion in relation to the management of trusts and estates; engage in proactive client service and relationship building; assist in the development of the technical skills base within the team through the provision of training, coaching and

performance feedback as required; and act for the Manager, Estate Team, as required.

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

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

**Desirable Requirements:**—Comprehensive knowledge, experience and understanding of the trustee services or an associated industry. Experience of supervising a small team including a demonstrated ability to develop a skills base and contribute to the management and development of staff performance, particularly through training and coaching. Demonstrated research skills, initiative, judgement and discretion, and well developed problem solving skills. Highly effective communication and interpersonal skills including well developed written communication, liaison, negotiation and conflict resolution skills. Well developed skills in maintaining and promoting excellent client service through identifying and understanding client needs and building effective relationships which will meet client expectations. Demonstrated self-management and time management skills including the ability to set and meet work objectives, manage concurrent tasks and issues.

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 Paul Webb, Manager, Estate Team, Public Trustee, G.P.O. Box 1565, Hobart, Tas, 7001, phone 62355220, email [pwebb@publictrustee.tas.gov.au](mailto:pwebb@publictrustee.tas.gov.au).

Applications to Karyne Johns, Human Resource Officer, Public Trustee, Level 3, 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

*ICT and Spatial Services*

**Senior Strategic Analyst (371874).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$86,230 – \$97,646 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

**Duties:**—As a member of the Spatial Services Group within the Information and Communication Technology and Spatial Services Branch, the role is to develop systems and tools to support business units using spatial technologies.

**Desirable Requirements:**—Relevant tertiary or industry recognised qualifications and affiliations in a relevant discipline(s) and/or or equivalent experience.

Enquiries to Peter Taylor, Manager Spatial Capability, Department of State Growth, phone (03) 6166 3153, email [Peter.Taylor@stategrowth.tas.gov.au](mailto:Peter.Taylor@stategrowth.tas.gov.au).

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



## STATE GROWTH

## TRANSPORT SERVICES

*State Roads***Manager Network Planning (371844).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$103,374 – \$119,047 p.a.

Various classifications.

Permanent full-time.

Location:—Hobart.

Classification Information:—Classification of position depends on the qualifications of the successful applicant.

DIER Engineers Industrial Agreement 2012, Band C, Level 10;

Tasmanian State Service Award, General Stream, Band 8; or.

Tasmanian State Service Award, Professional Stream, Level 4.

Duties:—Plan and organise the long-term strategic direction for transportation planning and develop and implement planning programs and processes to achieve solutions that contribute significantly to Departmental and Government priorities and objectives.

Exercise high level judgement in leading, managing and setting the strategic direction for the Network Planning branch including developing strategies to ensure appropriate prioritisation of projects and effective management of human and financial resources to deliver priority outcomes.

Provide high level advice, guidance and direction to project managers and oversee the progression of network development projects and the preparation of reports required for the delivery of specific projects consistent with the ten-year Capital Investment Program.

Build and maintain effective relationships with stakeholders including Council officers, developers and utility service organisations on issues relating to State Road Network development to achieve collaborative outcomes in consideration of relevant guidelines and standards.

Prepare and deliver high quality reports, correspondence, and presentations to a range of stakeholders and represent the Department at various forums including meetings with the community, industry and politicians as well as attendance at planning tribunals, commissions and inquiries.

Essential Requirements:—• Appointment under the DIER Engineers Industrial Agreement, requires the satisfactory completion of an Engineers Australia accredited relevant four year (minimum) university degree or equivalent qualification  
• Appointment under the Tasmanian State Service Award, Professional Stream requires the satisfactory completion of a three year (minimum) appropriate graduate qualification at a recognised university.

Desirable Requirements:—Qualifications and/or substantial experience in transport planning or an associated discipline.

Current driver's Licence.

Enquiries to Shane Gregory, General Manager, State Roads, Department of State Growth, phone (03) 6166 3372, email [Shane.Gregory@stategrowth.tas.gov.au](mailto:Shane.Gregory@stategrowth.tas.gov.au).

Applications to People and Culture, Department of State Growth, phone (03) 6166 3307, email [recruitment@stategrowth.tas.gov.au](mailto:recruitment@stategrowth.tas.gov.au).

## TASTAFE

## EDUCATION SERVICES

**Manager Student and Teacher Support (966622).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$102,362 – \$107,780 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time 73.50 hours per fortnight.

Location:—South.

Description of the role:—The Manager Student and Teacher Support will manage a range of functions that support students and teachers and enhance their well being. This includes supporting students through a range of innovative and contemporary support strategies and building the capability of TasTAFE teachers in relation to teaching, learning and assessment, through the work of the capability and development coaches which will reflect the priorities set for teacher development identified by analysis of the capability analysis tool data.

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

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

Experience in a post-year 10 educational environment.

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

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

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

*Human Health and Business Services***Teacher, Enrolled Nursing (968035).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$57,618 – \$89,336 p.a.

TasTAFE Teaching Staff Award, Teacher.

Permanent full-time 70 hours per fortnight.

Location:—Health Aged and Disability South.

Description of the role:—Undertake teaching and assessment duties in a variety of contexts and in line with relevant standards



and compliance requirements within the specified area of Enrolled Nursing and other related Health Programs. The occupant is required to regularly monitor and evaluate practice in order to maintain a focus on continuous improvement.

**Essential Requirements:**—Hold a current Practising Certificate issued by the Australian Health Practitioners Regulation Agency (AHPRA).

Relevant post-secondary educational qualification.

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

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

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

Enquiries to Ruth Batge, Education Manager, TasTAFE, phone (03) 6165 6525, email [ruth.batge@TasTAFE.tas.edu.au](mailto:ruth.batge@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

#### *Human Health and Business Services*

#### **Teacher, Enrolled Nursing (966227).**

Applications Close:—Friday, 26 February 2016.

Salary:—\$57,618 – \$89,336 p.a.

TasTAFE Teaching Staff Award, Teacher.

Permanent part-time 28 hours per fortnight.

Location:—Health Aged and Disability South.

**Description of the role:**—Undertake teaching and assessment duties in a variety of contexts and in line with relevant standards and compliance requirements within the specified area of Enrolled Nursing and other related Health Programs. The occupant is required to regularly monitor and evaluate practice in order to maintain a focus on continuous improvement.

**Essential Requirements:**—Hold a current Practising Certificate issued by the Australian Health Practitioners Regulation Agency (AHPRA).

Relevant post-secondary educational qualification.

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

employed on a Fixed-term basis.

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

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

Enquiries to Ruth Batge, Education Manager, TasTAFE, phone (03) 6165 6525, email [ruth.batge@TasTAFE.tas.edu.au](mailto:ruth.batge@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.

## TREASURY AND FINANCE

### BUDGET AND FINANCE DIVISION

#### *Procurement and Property Branch*

#### **Property Officer (724062).**

Applications Close:—Friday, 4 March 2016.

Salary:—\$65,401 – \$75,410 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time or part-time/job share may be considered, As soon as possible until 27/01/2016.

Location:—Hobart.

**Duties:**—As a member of the Property Unit, you will participate in a range of tasks associated with property project investigations, the management of office accommodation, and in the sale of surplus Crown properties. You will assist with other Treasury property programs and you will also undertake administrative tasks in relation to property management.

In the context of the selection criteria, to be successful in the position applicants will have:—good general IT skills; sound organisational and time management skills and the ability to contribute to a positive team environment.

**Desirable Requirements:**—Diploma or Advanced Diploma, completion, or partial completion, of relevant tertiary qualifications.

Enquiries to Craig Tipping, Assistant Director, Strategic Property Management, Department of Treasury and Finance, G.P.O. Box 147, Hobart Tas 7001, phone (03) 6166 4210, email [craig.tipping@treasury.tas.gov.au](mailto:craig.tipping@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.

## Staff Movements

### *Permanent Appointments*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Education	Teacher Assistant	R. Browning	6 months	02.02.16
Health & Human Services & Tasmanian Health Service	Registered Nurse (SSSU)	J. Eadie	6 months	25.01.16
Health & Human Services & Tasmanian Health Service	Allied Health Assistant (Physiotherapy)	R. Urquhart	6 months	11.01.16
Health & Human Services & Tasmanian Health Service	Registered Nurse (SSSU)	W. Potter	6 months	25.01.16
Health & Human Services & Tasmanian Health Service	Registered Nurse (SSSU)	A. Hemmings	6 months	25.01.16
Health & Human Services & Tasmanian Health Service	Registered Nurse (SSSU)	E. Piscioneri	6 months	25.01.16
Health & Human Services & Tasmanian Health Service	Registered Nurse (DPU)	D. Atkins	6 months	17.01.16
Health & Human Services & Tasmanian Health Service	Registered Nurse (SSSU)	S. Flood	6 months	25.01.16
Health & Human Services & Tasmanian Health Service	Registered Nurse (DPU)	E. Webster	6 months	17.01.16
Health & Human Services & Tasmanian Health Service	Registered Nurse (SSSU)	C. Blyth	6 months	25.01.16
Health & Human Services & Tasmanian Health Service	Radiation Therapist	M. Munro	6 months	01.02.16
Health & Human Services & Tasmanian Health Service	Private Patient Officer	S. Drazenovic	6 months	08.02.16
Health & Human Services & Tasmanian Health Service	Registered Nurse (SSSU)	A. Brooks	6 months	25.01.16
Health & Human Services & Tasmanian Health Service	Radiation Therapist	L. Wood	6 months	01.02.16
Health & Human Services & Tasmanian Health Service	Registered Nurse (SSSU)	J. Long	6 months	25.01.16
Health & Human Services & Tasmanian Health Service	Registered Nurse (SSSU)	R. Johnson	6 months	25.01.16
Health & Human Services & Tasmanian Health Service	Registered Nurse	S. Rex	6 months	10.01.16
Health & Human Services & Tasmanian Health Service	Registered Nurse (SSSU)	S. Donnelly	6 months	25.01.16
Justice	Administrative Assistant	A. Mathews	n/a	09.02.16
State Growth	Executive Manager Screen	A. Sangston	6 months	23.02.16
State Growth	Senior Curator/Curator of Arts	M. Knights	6 months	30.03.16
State Growth	Senior Finance Officer	C. Rolfe	6 months	11.04.16

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

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect</i>
Primary Industries, Parks, Water & Environment	Regional Water Management Officer	F. Woodward	14 Months	08.04.16

### *Promotion of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Service	D. Curtis	Clinical Support Manager	18.01.16
Health & Human Services & Tasmanian Health Service	E. Bond	Clinical Nurse Educator/Clinical Midwife Educator	15.02.16
Justice	M. Robson	State-Wide Operations Manager	09.02.16

*Resignation of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Teacher	S. Vanderaa	13.01.16
Health & Human Services & Tasmanian Health Service	CSSD Technician	K. Kussrow	08.02.16
Health & Human Services & Tasmanian Health Service	Home Care Assessor	J. Austin	13.02.16
Health & Human Services & Tasmanian Health Service	Clinical Nurse Specialist	G. Allen	11.02.16
Health & Human Services & Tasmanian Health Service	Registered Nurse	N. Dodia	12.02.16
Health & Human Services & Tasmanian Health Service	Registered Nurse	S. Walker	11.02.16
Justice	Correctional Officer	J. Williams	12.02.16
Justice	Enforcement Officer	N. Mann	12.02.16
State Growth	Forest Practices Advisor	A. La Sala	29.01.16
State Growth	Senior Property Officer	S. Kerr	31.01.16
State Growth	Geomorphologist	M. Stevenson	19.02.16

*Retirement of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Teacher	D. Hudson	13.01.16
Education	Teacher	J. Robinson	13.01.16
Education	School Business Manager	V. Clark	08.01.16
Education	Teacher	J. French	13.01.16
Treasury & Finance	Revenue Officer	P. Leahey	24.02.16



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