

Following an announcement by the Tasmanian Government, a Public Health Direction was issued on 10 September 2021 requiring that all Health Workers are vaccinated against COVID-19. This step is critical in protecting both our health workforce and vulnerable Tasmanians in our care.

Applicants for any position within the Department of Health must be prepared to be vaccinated against COVID-19 as a condition of their employment.

The Role:

1. Undertake assessments of COVID-19 Safe Event applications to determine compliance with relevant legislation, public health directions and the Framework for COVID-19 Safe Events.
2. Undertake compliance assessments and inspections of approved COVID-19 Safe Events.
3. Assist the Senior Environmental Health Officer and the Events Framework Team with project management and implementation of the Framework and in dealings with internal and external stakeholders regarding the delivery of project outcomes.
4. Provide support and coordination to ensure that project activities are aligned to DoH policies, core business functions, targets, milestones and relevant legislation, including identifying issues and supporting negotiations that improve service delivery outcomes.

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

Covid Safe Events Officer – Community Mental Health & Wellbeing - Public Health Services – Emergency Management - Hobart:

The COVID Safe Events Officer will:

- Work with the Senior Environmental Health Officer as a member of the Events Framework Team, to assess event plans, make recommendations and provide legislative and operational advice to event organisers.

Details of Appointment

Fixed term, full time, shift work, position working 76 hours per fortnight, commencing ASAP until 30 June 2022

*notwithstanding hours may be negotiated with the successful applicant

- *Applicants should note that, for a period of six months from the date of publication, this selection process may be used to fill subsequent or similar full time and part time vacancies.*

Salary: \$95,033 - \$107,840 per annum + 10% superannuation

Eligibility:

Successful applicants will be required to meet the essential criteria:

It is the Employee's responsibility to notify an Employer of any new criminal convictions during the course of their employment with the Department.

Applicants should note the following criteria are desirable:

1. Relevant tertiary qualifications, equivalent vocational qualifications, or experience relevant to this role

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

1. Conviction checks in the following areas:
 - a. crimes of violence
 - b. sex related offences
 - c. serious drug offences
 - d. crimes involving dishonesty
2. Identification check
3. Disciplinary action in previous employment check.

Download the Statement of Duties and any Associated Documents

We encourage you to review the Applicant Guide and Statement of Duties, prior to applying for an overview of the duties, program, selection process and selection criteria.

- pdf
- word

Applicant Guide

- [Department of Health - Applicant Guide July 2021.pdf](#)
- [Department of Health - Applicant Guide July 2021.docx](#)

How to Apply

Apply Online. Please click the blue "Apply now" button on this screen. This ensures important questions about you are answered.

You will be prompted to complete an application form detailing your experience, skills and knowledge through the addressing of the selection criteria from the Statement of Duties attached above.

or

You will be prompted to complete a 1-2 page application detailing your experience, skills and knowledge as they relate to the attached Statement of Duties.

Please Note:

- We do not require a separate statement addressing the selection criteria in the Statement of Duties.

- All attachments must be in Microsoft Word or PDF format.
- Referee details are submitted as part of the online application so make sure you have the contact details of two referees before applying.

For More Information

Helena Bobbi

Position: **Project Manager, PHEOC COVID-19 Safe Events Team**

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E-mail: Helena.bobbi@health.tas.gov.au **Important Information**

The email account you provide when submitting job applications will be used in correspondence to you. It is important that this is kept up to date and monitored regularly.

To update your email address (or contact number), log in to www.jobs.tas.gov.au and look for "Existing applicant login" where you can update your details

The Department of Health values workforce diversity and recognises the value each person offers which is shaped by their unique characteristics, background, experiences, knowledge, skills, values and perspectives.