

## Database Administrator & Applications Support Officer

**Location: Dubbo, Orange or Bathurst**

**Part-time maximum term contract until 30 June 2022  
(with possibility of further extension)**

### **About Western Health Alliance Ltd (WHAL) trading as Western NSW Primary Health Network (WNSW PHN)**

The WNSW PHN is one of 31 Primary Health Networks across Australia established by the Australian Government to support frontline health services. Our focus is to increase the efficiency and effectiveness of primary health care, ensuring people receive the right care in the right place at the right time. To achieve this, we work closely with general practice, Aboriginal Medical Services and other health care providers, Local Health Districts, non-government organisations and the broader community.

#### **The Role**

The Database Administrator & Applications Support Officer role works collaboratively across Western Health Alliance Ltd (WHAL) trading as Western NSW Primary Health Network (WNSW PHN) to support the Manager IM/IT implement, maintain and review the organisation's Information Technology and Information Management systems to ensure the organisation is well placed to meet its strategic goals.

This role works collaboratively to:

- Ensure the IT needs of end users are addressed quickly and efficiently
- Solve technical problems and respond to support issues via phone and email
- Assist in implementation, maintenance and support of ICT projects
- Provide training on various technology platforms to staff as required
- Support, maintain and administrate PHN databases and applications

#### **Benefits to working with WHAL**

We pride ourselves on being supportive and flexible and offer a great range of benefits including:

- Generous salary packaging options up to \$18,450 per year
- Professional development allowance and leave
- Family friendly and flexible working arrangements
- Supportive team environment
- Collaboration with passionate likeminded professionals
- 5 weeks annual leave
- Option to purchase an additional 2 weeks leave or cash out 2 weeks
- Additional leave between the Christmas and New Year period
- 6 weeks paid parental leave
- Opportunities to be innovative
- Free Employment Assistance Program

#### **How to apply**

For an outline of responsibilities, position description, selection criteria and information on how to apply, please refer to the Employment tab in the 'About Us' section of our website [www.wnswphn.org.au/about-us/employment](http://www.wnswphn.org.au/about-us/employment)

WNSW PHN is committed to achieving a diverse workforce and strongly encourage applications from Aboriginal and Torres Strait Islander people.

For enquiries regarding this role, please contact Mathew Showels (Manager IM/IT) on 5317 1271 or 0409 238 739.

#### **PLEASE NOTE:**

*The selection criteria as outlined in the position description must be addressed as part of your application.*

**Applications close 9am Monday 18th March 2019.**