

**IT Officer**  
**Location: Dubbo or Orange**  
**Full-time or Part Time maximum term contract until 30 June 2021**

**About 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, other health care providers, Local Health Districts, hospitals and the broader community to align services with the health needs of the region.

**The Role**

The IT Officer role works collaboratively across Western NSW Primary Health Network (WNSW PHN) to support the IM/IT Manager 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
- Carry out monitoring and maintenance of WNSW PHN systems and networks
- Solve technical problems and respond to support issues via phone and email
- Assist in implementation, maintenance and support of ICT projects
- Set up and deploy technology hardware and assist with asset management
- Provide training on various technology platforms to staff as required.

**Benefits to working with WNSW PHN**

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
- Flexible working arrangements
- Supportive team environment
- Collaboration with passionate likeminded professionals
- 5 weeks annual leave
- Additional leave between the Christmas and New Year period
- 6 weeks paid parental leave
- Opportunities to be innovative

**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.

**PLEASE NOTE:**

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

**Applications close Friday 3<sup>rd</sup> August 2018**