



**ST VINCENT'S  
HOSPITAL**  
SYDNEY

## Allied Health Assistant

**Reference:** JR111857

**Employment Type:** Permanent, Part-time

**Hours per week:** 24 hrs/week

**Position Grade:** 1/2

**Salary:** \$52,594.43 to \$55,828.98 per annum, to be pro-rata'd according to the hours

### Position Summary:

The Podiatry Department under Flexicare works within the framework of the Mission, Vision, Values and Philosophy as well as the Policies of St Vincent's Hospital and the Integrated Health Program. This position provides podiatry services for the public sector of St Vincent's Hospital and South Eastern Sydney Local Health District. These local government areas include City of Sydney, Waverley, Woollahra, Randwick and Botany. This role requires podiatry screening, consultation, education, assessment and treatment of conditions of the lower limb, and to improve access to High Risk Foot Services amongst the aboriginal patient population.

As this is an identified position, applicants will be required to provide evidence of Aboriginality if selected for an interview

This position requires a Working with Children Check (WWCC) issued by the Office of the Children's Guardian. For more information and how to apply, please visit the Office of the Children's Guardian website:

[www.kidsguardian.nsw.gov.au/working-with-children/working-with-children-check](http://www.kidsguardian.nsw.gov.au/working-with-children/working-with-children-check)

The vacancy is open to Australian citizens, New Zealand citizens who hold a valid New Zealand passport, Australian permanent residents and those non-residents deemed by the Department of Immigration and Citizenship to be eligible to work in Australia only.

*Where a candidate engages in secondary employment St Vincent's Hospital Sydney (SVHS) will require a risk assessment be undertaken and take steps to mitigate the risks and SVHS reserves the right to decline the application for secondary employment.*

*Candidates should take this into consideration prior to applying. The risk assessment questionnaire is available here. Reference to your risk assessment, if applicable, should be made in your application.*

### About St Vincent's Health Network Sydney:

St Vincent's Health Network Sydney is made up of three public hospitals, St Vincent's Hospital Sydney, Sacred Heart Health Service and St Joseph's Hospital at Auburn. We are part of St Vincent's Health Australia, the largest diversified health care organisation within Australia's not for profit Catholic health care sector. As a Catholic health and aged care service provider, our mission is to bring God's love to those in need through the healing ministry of Jesus, with a commitment to those who are poor and vulnerable.

We are committed to equal employment opportunity, ethical practices, and the principles of cultural diversity and promote a smoke free work environment. Appropriate criminal record and child protection checks are conducted for all successful candidates. Employment with St Vincent's is subject to you having current immunity status that complies with the Occupational Assessment, Screening & Vaccination against Specified Infectious Diseases - NSW Health Policy Directive PD2018\_009. Appointment and ongoing employment will be subject to continued compliance with the policy directive.

### What we offer:

- Generous salary packaging and Fitness Passport for eligible staff
- Opportunity to access a large range of clinical and non-clinical education programs
- Supported post graduate opportunities within applicable fields

- Careers development opportunities across the St Vincent's Health Australia Network.
- Accrued day off once a month where applicable
- Employee Assistance Program

### Application Instructions:

St Vincent's Health Network Sydney is committed to reconciliation and encourages Aboriginal & Torres Strait Islander people to apply for all advertised positions.

When applying for the position, **Applicants will be required to upload a recent Resume as well as a separate Cover Letter addressing the Selection Criteria** for the position as outlined below.

### Selection Criteria:

- Must be of Aboriginal and/or Torres Strait Islander descent (NB applicant's race is a genuine occupational qualification and is authorised by Section 14 of the Anti-Discrimination Act 1977, NSW) and have demonstrated ability to effectively and sensitively liaise and communicate with local Aboriginal and Torres Strait Islander people and communities and agencies.
- Certificate IV in Allied Health Assistance or relevant qualification or willingness to undertake this training along with demonstrated experience working with people in a health or alternative customer service related role.
- Demonstrated effective interpersonal, written and verbal communication skills with the ability to communicate with internal and external stakeholders, colleagues and patients as well the ability to work with multidisciplinary teams
- Demonstrated knowledge of communicating with and the health impacts on Aboriginal and Torres Strait Islander people/communities
- Demonstrated ability to prioritise workload, meet deadlines and complete activities (including ability to work within scope of practice and seek assistance when required) as delegated by supervising Podiatrist.
- Demonstrated computer literacy skills and knowledge of Microsoft Office and email applications
- Current unrestricted NSW drivers licence – Class C or above
- Personal integrity and demonstrated commitment to the Philosophy, Mission and Values of Mary Aikenhead Ministries and St Vincent's Health Australia.

An example on how to address the selection criteria is provided via the link below in order to assist you with completing your application. Applicants that do not address the selection criteria may have their application automatically culled.

### Contact Details:

Jill Featherston tel: 0448693196 [jill.featherston@svha.org.au](mailto:jill.featherston@svha.org.au)

**Closing Date: 29 September 2020 23:59 pm**

**FOR FURTHER INFORMATION  
ANS A LINK TO APPLY  
CLICK HERE**